

# Raumati Swimming Club Inc “Raptors” Board Meeting

## Meeting Minutes

6.30pm Thursday 16 January 2020

### **Present:**

Chris Plummer (CP), Treasurer  
Katie Ford (KF), Club Secretary  
Dean Adams (DA),  
Marco Cecioni (MC),  
Mark Ireland Spicer (MIS)

Next meeting: Wednesday 12 February 2020 at 6.30pm

Item	Comments	Actions
<b>1.Meeting Opening</b>		
1.1 Section of Chair	Meeting started at 6.44pm The Board can continue with 5 members until the AGM with little immediate risk as consent can be gained via email, or Skype. MIS will be the Acting Chair, until the AGM	
1.2 Introductions & Acknowledgements	The Board acknowledges all involved in making Camp a success, including all the Camp parents, and Kirsten for all the work behind the scenes. The first time parents were impressed with the swimmers behaviour, which was a credit to them all and the Club. Also to acknowledge the Team Managers and officials for the Wgtn juniors, and well done to a strong Junior Team.	
1.3 Agenda Confirmation	All agreed.	
1.4 Apologies	None	
1.5 Board Member Conflict of Interest Disclosures	None declared.	
1.6 Environmental Scan	Roly (Officials co-ordinator) is concerned that TM's need to be registered. Any parent can be registered on SNZ as a volunteer for the Club, with no charge.	

	<p>There is concern about the number of IOTs and Roly needs to encourage more parents (esp those with Junior swimmers) to become involved and start training.</p> <p>Concern about the number of female swimmers no longer competing.</p>	
<b>2. Governance &amp; Policy Matters</b>		
2.1 Sub Committee Reports	<p><b>Swimming Ops</b> – Camp -There was some minor sunburn on the final day of camp. There was a broken window caused by the wind, which FAHS were aware of. Jacqui McKenzie coached the Wednesday session at CAC but the Board had not been advised of this in advance. JW is still waiting for confirmation that he will be coaching a SW team in early Feb in Australia. He will have to confirm his replacement coach, if he goes. JW is approaching his 10 as coach with the Club.</p> <p><b>Marketing &amp; comms</b> – Vince Hassan has agreed to help with a Newsletter. The online registration is now working, and being sent to all the previous recipients. A notice will be added to the online form, highlighting that the information may be sent to other Club officers.</p> <p><b>Finance</b> – None apart from normal reports.</p> <p><b>Club Spirit</b> – Previously covered.</p>	KF to confirm length of service
2.2 Board member, volunteer roles	Previously discussed	
2.3 Health & Safety – Incidents	None	
2.4 Risk register	1 The Board with only 5 members; 2 the Club if no one volunteers for the Board; 3 informed consent for personal information on the online registration form.	
<b>3 Strategy &amp; Performance</b>		
3.1 Strategic Statement and Action Plan	Deferred	
3.2 Board Calendar	Next meeting	
<b>4 Matters for Discussion</b>		
4.1 Matters in Committee	In committee 7.42pm Out of committee 7.45pm	

4.2 Camp 2020	The camp was well organised and ran well. There were no problems with the food. One swim session had to be cancelled due to lack of power, and there were 2 cold sessions. FAHS has been rebooked for 3-8/1/2021. The pool still needs to be booked. With the change of the SNZ timetable, we may look at holding 2 3day camps. To be reviewed when new timetable is available.	<b>KF</b> to check with Kirsten.
4.3 Club Champs	This has been confirmed for 4 <sup>th</sup> Feb, with a 5pm warmup and 5.30pm start. Waterpolo will be starting at 8pm, so the meet needs to be finished by then. It is now an official meet and times will be recorded. SW is aware of our interest in the Backstroke ledges, of which we are one of many.	<b>MC</b> , continue planning, with Rachelle.
4.4 uniforms	A draft of red caps with different coloured R was shown to the Board.	
<b>5 Membership &amp; Events</b>		
5.1 Membership Update – Tuesday night numbers, Squad numbers, movement.	Membership report available for review. Uncertainty if Eli, Robin and Kokoro will continue due to tertiary education.  Club records- the wording for eligibility for club records was confirmed as ‘ any current financial member of the Club’. Any non-squad swimmers must notify the records co-ordinator if they think they have broken a Club record and arrange for the record to be entered into the SNZ results database.	
<b>6. Matters for Approval - Consent Agenda</b>		
6.1 Funding Applications	We need to apply for funding for Pool hire, Opens in Akld (coach T& A), Div II (coach T&A), equipment	
6.2 Payments	As detailed in report, as well as camp invoices for FAHS, Makino pool and \$32.99 for sundry expenses for Camp	6.1 - 6.3, Moved MC, seconded MIS. All agreed
6.3 Club Transfers	Alex Van Wyk has transferred to Otaki titans	
<b>7 Matters for Noting or Updating</b>		
7.1 Action Item register	<b>ALL</b> to set consider for this and next month	<b>ALL</b>
7.2 Management / Coach Reports	No coach report received	

7.3 Finance Report	Reports available. Bank Account – Sandy Turner to be removed from the accounts, and Dean Adams to be added as a 3 <sup>rd</sup> signatory.	Moved KF, seconded CP All agreed
7.4 Topics to be brought forward or scheduled	National meets 2020 for funding applications; date for Club champs	
<b>8 Matters for Confirmation</b>		
8.1 Minutes from Previous Meeting	Not yet available	
8.2 Matters Arising	None	
<b>9 Meeting Close</b>		
9.1 Meeting Evaluation	Kept to time	
9.2 Confirmation of Next Meeting	Wednesday 12 February at 6.30pm at CAC	
9.3 Meeting Close	Closed at 8.07pm	