

Raumati Swimming Club Inc.

Board Meeting Minutes

Wednesday, 10 February 2021, Coastlands Aquatic Centre, Meeting Room 7pm

Board:

Katie Ford (KF) Chair, Marco Cecioni (MC) Treasurer, Dean Adams (DA), Vince Hassan (VH), Mark Ireland Spicer (MIS) Henrietta Latham (HL), Robin Shen (RS)

Attending: Jon Winter

Meeting Item

1. Meeting Opening 7pm start

1.1 Apologies; Nil

1.2 Introduction & Acknowledgements

- Acknowledge those that broken records and achieved times for National events. Those breaking records include Ella Dougall, Kokoro Frost, Robin Shen, Maia Adams, and Jack Plummer
- Acknowledge the passing of Mark Berge, former Chair Swimming Wellington for his enormous contribution to swimming not only at Club level but also Wellington and Nationally.

1.3 Additional Agenda items – Starting equipment and ribbons for records broken, covered under finance.

1.4 Conflict of interest disclosure – nil

1.5 Confirmation of previous minutes

Moved the minutes of the meeting held on Wednesday 11 November are a true and accurate record

Moved: KF

Seconded: MC

Carried:

2. Matters Arising from previous Minutes

KF: Circulate info regarding holiday programme and Christmas party. Look at Green option rather than lollies

VH: Portable BBQ for 21st

MIS: send requirements to HL to set up database

HL: Presentation 21st (someone please confirm time) Amend constitution and circulate

All complete.

MC: Pay deposit for 2022 camp. Ensure we do this as a priority.

Coach in attendance: This item was moved to discuss pool closure and options discussed early.

3.5 Pool closure – Opens/NAGS/Div II – but we need to commit to all lanes provided. Opens/NAGS to train in Otaki. Div II swimmers in Waikanae as priority. We should also consider that there may be more who may qualify for a national event. Currently 7 Open swimmers confirmed.

Proposed we canvas those that may be affected by no training and suspend their fees in the interim. Carpool for closure period suggested to eliminate transport issues to Otaki. Simon now financial and may provide cover at Waikanae – **JW** to approach Simon. Suggested that an approach to CACT for financial support to meet these costs, but reducing pool hire so the club can meet the costs. **HL** to provide list of those currently vetted to **JW** to make approaches to cover off other events.

JW- Squad lists presented and some questions on attendance of a couple of swimmers, which will be advised to treasurer.

Coach left the meeting at this point.

3. Financial

3.1 Finance Reports;

3.2 Payment for approval as circulate with the following additional payments required;

3.3 Funding application – for replacement stop watches and starting equipment and record ribbons.

Agreed to get quotes for equipment, stop watches and starting equipment. Grant application supported.

3.4. Budget and Policies update (where required) Club Membership & Squad fee Policy. Policy provided and approved. Club portion to be paid. Pro-rata fees after 1 April on any year when transferring. To include in policy ' please advise Treasurer if you are not swimming for more than 4 weeks so this can be considered on a case-by-case basis.

Agreement that Admin portion must continue to be charged at a minimum of \$5

3.6 Instructors – Skills Active – Emma Cody. Following the Skills Active pathway which will attract a training payment from Skills Active (Government incentive) with grant to be held in a separate account.

Moved that the Financial reports submitted, and grant supported is accepted

Moved: KF

Seconded: VM

Carried:

4. Members

4.1 Membership for approval – scheduled circulated prior to meeting.

Membership list (monthly update provided).

Membership categories have been submitted for consideration and update on the website. This will ensure that the club is in line with the membership categories held in the Swimming NZ database. It was agreed that the category description should also be included.

Moved that the membership reports submitted are accepted

Moved: HL

Seconded: VM

Carried:

5. Governance & Policy

5.1 Risk Register (update where required) No further risks advised.

5.2 Conflict Register (update where required) No conflicts registered.

5.3 Health & Safety Report - Register was not checked prior to meet, however a risk was identified at the Xmas event, update next meeting

5.4 Strategic Statement – LEAVE FOR NEXT MEETING

5.5 Constitution:

Work in progress. As soon above the update of membership categories will be included in the new Constitution. Target for full review in May.

5.6 Website: MIS will be removing feedback form and update membership categories.

6. Events (upcoming or hosted meets)

6.1 Report from FM – circulated report and considered as read. A list of those who have currently eligibility report for National events was provided, noting there may be more yet to meet those qualify times.

6.2 New Members: familiarisation Q & A to be held pool deck Thursday 18th at 5pm. DA requested the following to be in attendance; MC-officials pathway, HL – Membership and FM- Meets.

7. Matters for discussion (Items as required) and General Business

7.1 In Committee discussion

In committee at 8.31PM

Out of committee at 8.35PM

NOTE: in committee minutes are not recorded

7.2 Coaches Report- JW attended meeting to discuss the pool closure. Decisions shown above.

Other events to circulate to members MIS/KF:

Kapiti Women's Triathlon – 28th February

Kapiti Run for Youth – 21 March 2021 8:45am start

Colour run – club member 27 March 11am start.

7.3 CACT Pool closure – notes shown above whilst Coach was present.

7.4 Club Rooms – Acknowledgement of work done by Council and Marco to have a suitable outcome. HL: make an approach to council on future of club rooms.

7.5 Dome Caps: order caps with cost covered by swimmers. **KF** to follow up with Chris Plummer

8. Meeting Close

8.1 Closing comments: Good to have JW present.

8.2 Next meeting: 10 March 2021

Meeting closed at 9:00pm

Action Items next meeting:

JW to approach Simon – Club to pay at an approved rate determined by Club

JW- Squad lists presented and some questions on attendance of a couple of swimmers, which will be advised to treasurer

HL to provide list of those currently vetted to JW to make approaches to cover off other events.

HL: make an approach to council on future of club rooms.

MIS: will be removing feedback form and update membership categories

MIS/KF: Other events to circulate to members

Kapiti Women's Triathlon – 28th February, Kapiti Run for Youth – 21 March 2021 8:45am start , Colour run – club member 27 March 11am start

KF: Dome caps to follow up with Chris Plummer

Thursday 18 Feb at 5pm: MC-officials pathway, HL – Membership and FC- Meets

Moved as a true and accurate record of the minutes of the meeting held on 10 February 2021

Date: _____

Signed: (Chair)