

# Raumati Swimming Club Inc.

## Board Meeting Minutes

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

### Board:

Chris Plummer (CP) Chair, Marco Cecioni (MC) Treasurer, Katie Ford (KF), Mark Ireland Spicer (MIS), Fiona Morrison (FM), Sandy Turner (ST)

**Attending:** Chris Plummer (CP) Chair, Marco Cecioni (MC) Treasurer, Katie Ford (KF), Fiona Morrison (FM), Sandy Turner (ST)

**Apologies:** Mark Ireland-Spicer (MIS)

<u>Meeting Item</u>
<p>1. <u>Meeting Opening 7pm start</u></p> <p>1.1 Apologies: Mark Ireland -Spicer</p> <p>1.2 Introduction &amp; Acknowledgements – welcome back to the Board to Sandy. Acknowledgements to Fiona Morrison who is the SW Events co-ordinator and to Kokoro Frost who is the SW Communications Co-ordinator</p> <p>1.3 Additional Agenda items – None, but Vision for RSC removed from general business.</p> <p>1.4 Conflict of interest disclosure – none declared.</p> <p>1.5 Confirmation of previous minutes</p> <p><b>Moved they minutes of the meeting held on Wednesday 13 October 2021 are a true and accurate record</b> <b>Moved: FM                      Seconded: MC                      Carried: Yes</b></p>
<p>2. <u>Matters Arising from previous Minutes</u></p> <p>2.1 Board Member – Carry forward to next meeting. A member of a swimming family would be beneficial to gain perspective on the Board. <b>MIS</b> The constitution allows “ 14.12 Where there is vacancy on the Board of directors, the remaining members may appoint a person of their choice to fill the vacancy.” It was proposed that Sandy Turner be appointed to the Board, rather than co-opted. <b>Proposed : KF, Seconded : CP Abstained: ST, Carried: Yes</b></p> <p>2.2 Camp – Total of 8 responses which is not sufficient to run a camp. What are the alternatives? MIS to consult with CWS and bring options to the next Board meeting. Also need to know the training schedule for the summer holidays, esp over the Xmas/New year period so lanes can be confirmed with CAC.</p> <p>2.3 Prizegiving – all trophies and medals are now available. Date of Wednesday 24 November at 4.45pm at the CAC poolside. Swimmers only due to Covid restrictions in the CAC complex. Not an ideal event and need to ensure that we have a positive celebration next year.</p>
<p>3. <u>Financial</u></p> <p>3.1 Finance Reports;</p> <p>3.2 Payment for approval; None, outside of the normal monthly invoices.</p> <p>3.3 Funding application – To apply to Pelorus for a grant towards lane hire for 2022.</p> <p>3.4. Budget and Policies update (where required) <b>MC</b> to produce 2021/22 FY budget for next Board meeting.</p> <p><b>Moved that the Financial reports submitted are accepted and funding application be approved</b> <b>Moved: MC                      Seconded: KF                      Carried: Yes</b></p>
<p>4. <u>Members</u></p> <p>4.1 Membership for approval – scheduled circulated prior to meeting. Membership List (monthly update provided)</p> <p><b>Moved that the membership reports submitted are accepted</b> <b>Moved: KF                      Seconded: CP                      Carried: yes</b></p>
<p>5. <u>Governance &amp; Policy</u></p> <p>5.1 Risk Register (update where required) None</p>

- 5.2 Conflict Register (update where required) None
- 5.3 Health & Safety Report - None recorded
- 5.4 Strategic Statement c/f
- 5.5 Constitution: Still waiting for Club draft constitution from SNZ. Whilst there may be changes required specific to the Club, we do need to be aligned with SNZ constitution.
- 5.6 Website: Need to be more current and public FB needs updating esp if we are to attract new swimmers. Review the possibility of a newsletter.

6. Events (upcoming or hosted meets)

- 6.1 Report from FM – No swimmers at Gold Coast at Tawa, 3 entries for Tier 1 at CAC and 4 entries for SW Juniors also at CAC. No response from CWS as to who is coaching at SW juniors. We are unable to host a Meet this year. **FM** to advise and thank Coastlands.

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

7.1 In Committee discussion (note not recorded in the minutes)

In committee at 8.14pm

Out of committee at 9.00pm

NOTE: in committee minutes are not recorded

**Proposal : to advertise the positions of Head coach and Asst coach Proposed : CP seconded : ST Carried: yes**

A subcommittee to be formed to manage the coaching contract, to consist of CP, MC and ST. FM would not be part of the sub-committee to ensure no conflict of interest with her role at SW.

- 7.2 Coach – No report or attendance records received, still showing as unfinancial with SNZ and therefore unregistered with NZSCTA.

- 7.3 Cages – **MC** to investigate and email quotes to the Board.

8. Meeting Close

- 8.1 Confirmation of next meeting Wednesday 8 December 2021, at Landlink Offices, Waikanae at 7pm

- 8.2 Closing comments - None

Action Items next meeting:

2.1 Board Member – Carry forward to next meeting. A member of a swimming family would be beneficial to gain perspective on the Board.**MIS**

3.4 **MC** to produce 2021/22 FY budget for next Board meeting.

6.1 **FM** to advise and thank Coastlands.

7.3 **Cages - MC** to investigate and email quotes to the Board.