


Meeting	
Meeting Time/Date	7pm, 9th November, 2016
Meeting Venue Meeting Room	CAC

PRESENT:					
Stephen Lee (SL)	√	Chris Litten (CL)	√		
Marco Cecioni (MC)	√	Jon Winter (JW)	√		
Stew Neal (SN)	√	Kirsten Johnson (KJ)	√		
Dawn Ireland-Spicer (DIS)	√	Scott Simmiss (SS)	√		
Fiona Morrison (FM)	√				
Present √    Apologies <b>Ap</b> Absent <b>Ab</b> Late <b>Lt</b> Annual Leave <b>AL</b>			Guests: NIL		

Next Meeting	7pm, 14th December, 2016
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Agenda Items	Who	Discussion	Action required? Due Date? Whom?
Opening/Positives	SL	The meeting was started at 7pm	NA
Previous Minutes:	SL	Previous minutes - outstanding actions: <ul style="list-style-type: none"> <li>● Raumati Roar - still to talk to Melanie</li> <li>● Email welcome pack</li> </ul> Previous minutes accepted and seconded	SL SS

		<b>Accepted: SS Secoded: DIS</b>	
Financial	MC	<ul style="list-style-type: none"> <li>● Fundraising account being used better now</li> <li>● Accountant pleased with the way the account is going but aware that it will be an ongoing process.</li> <li>● Steady incomes - large percentage are the fees from the squads, Tuesday nights, Looking at reducing the cost of families that swim 30 mins is \$95.00 and the hour is \$110.00 per term</li> <li>● Lion's grant has come in \$1600 per month and that will pay for the pool hire - not as much as last year but only from Dec-Aug.</li> <li>● Infinity grant for tops and this is in process.</li> <li>● Out goings: questioned the record ribbons, and the cost etc. We could buy 1000 ribbons but this would cost \$500.00. Jon suggested that we keep the ribbons for 12 and under, but then publish the open records. We started the ribbons to celebrate achievement. To carry on and order 12 months of ribbons. Dawn to order ribbons.</li> <li>● Jon to discuss with Amanda the display boards for the top three people for the club/open records</li> <li>● received 7 lots of camp money.</li> <li>● Regional junior champs - all paid for coach to attend. Also Opens paid for.</li> <li>● Hoodies - current supplier is not retaining the colour and are willing to sell us the stock at a discounted rate. Marco and Kirsten have bought 15 surplus hoodies in sizes that we can use \$480.00 from fundraising and sell at normal price of \$55.00 and this will go back into fundraising account. We will make about \$195.00 profit.</li> </ul>	DIS JW
		<b>Accepted: DIS Secoded:FM</b>	
Tuesday night and social	KJ	<ul style="list-style-type: none"> <li>● Tuesday night going well</li> <li>● Fun race night coming up and plan for a relay race. Will run on the last night from 5-6pm</li> <li>● To contact the colleges to try and gain interest for coaches</li> <li>● Coaching uniforms on order and all will be in pacific blue soon</li> </ul> <p>Social</p> <ul style="list-style-type: none"> <li>● Bowling night went really well.</li> <li>● All enjoyed the chocolate</li> <li>● Club Xmas party - 11 til 3 need funds for Sausages, bread and lollies.</li> </ul>	

		<p>Suggested Teemo to be Santa.</p> <p>Uniform</p> <ul style="list-style-type: none"> <li>• A few orders for coats for Xmas pressies.</li> <li>• Hoodies already discussed</li> <li>• No further ordering of the cotton style t-shirts as dry fit is the preferred choice.</li> </ul> <p>Fundraising</p> <ul style="list-style-type: none"> <li>• Included in Kapiti Rotary</li> </ul> <p>Swim bags for first time qualifiers</p> <ul style="list-style-type: none"> <li>• cost to club 15-20 dollars.</li> <li>• find out the cost for the 'quality bags' and to let all know about to decide.</li> </ul>	
		<b>Accepted: SL Seconded: MC</b>	
Communication/Ops	SN/JW	<ul style="list-style-type: none"> <li>• Simon does not want to give up his squad so is not able to coach for Jon Mon and Fri. The contract says that a coach cannot run their own coaching sessions at the club alongside the squad coaching. Discussion around the contract and whether it could be made an exception - Simon runs a learn to swim club and if the swimmers want to be competitive he feeds them onto the squad. SN mentioned that Simon has taken some of the Tuesday night swimmers and this has been proven. This is taking away the income of the club. Going forward the Board can review the contract and decide whether they are comfortable moving forward. It will be up to Jon as to how he manages it with Simon. If Simon coaches for the club then he needs to not poach the Tuesday night swimmers.</li> <li>• All going well apart from a few injuries and illnesses. everyone on average 10 seconds faster than they were a month ago</li> <li>• Simon is covering while JW is in Auckland.</li> <li>• Stew is stepping down - CL happy to stand in for Swim Operations. SN to catch up with CL to hand over. MC can take over pool lane booking etc to run with the billing so he is more involved.</li> <li>• Process going forward to communicate to squad members. It would be helpful if was are able to email the whole squad in one go.</li> </ul>	
Camp	MC/SL	Camp	

		<ul style="list-style-type: none"> <li>● 24 signed up. Cap of 32</li> <li>● 3 signed up for Saturday</li> <li>● 5 parents signed up to help for the entire week.</li> <li>● Last year's notes suggest that 4-5 parents were present each day.</li> <li>● Will ask for a closing date - No further sign up after the 30th Nov. It will be qualified on the website. Also include the fundraising.</li> <li>● Nutritionist at the camp - \$200.00 - funds left over from short course and can be used to pay for the nutritionist. All supportive of this - just need to finalise costs.</li> <li>● Funding was approved for the camp.</li> <li>● Massager - not needed</li> </ul>	
Officials	CL	<ul style="list-style-type: none"> <li>● Viv morton has emailed asking for officials and the tone of the email was quite accusatory.</li> <li>● We need to understand our obligations to provide officials (and swimmers) for Gold Coast.</li> <li>● We have to rely on PCA/TAWA officials to come up and make our race nights official.</li> </ul>	
Membership	SS/KJ	<ul style="list-style-type: none"> <li>● online application for membership - Amanda happy to set it up.</li> <li>● SS to go over the membership welcome email</li> <li>● HB swimmers wanting to swim races without paying the membership fee. SS has sorted out the expectations of the swimmers families. We will not support people who are trying to shortcut the affiliation process as it is not fair to affiliated swimmers.</li> <li>● Ask Daniel for an update as to where he is with setting up the HB club. Louise will step up and complete their administrative process. SS to contact Daniel to chase up where they are.</li> </ul>	
		<b>Accepted: SL Seconded: MC</b>	
2017 prizegiving	KJ	<ul style="list-style-type: none"> <li>● Do we want to consider giving out the medals. Yes - Kirsten to research</li> </ul>	

		prices.	
		<b>Accepted: DIS Seconded:MC</b>	
Race Sec	FM	<ul style="list-style-type: none"> <li>• People are aware of late entries now but need to be reminded of when Scratching needs to be notified for.</li> <li>• Levin want to be invited to future race nights and all ok!</li> <li>• Fun race night - JW to organise races poolside and with sausages and fun stuff.</li> </ul>	
Fundraising for Camp for individuals to raise for their swimmer	KJ	see camp	
Health and safety	CL	Henrietta sent an email re:health and safety and the implications for the board. At the very least we should put it on the website so the swimmers and families have access. SS to bring blurb next time	SS
Other Business	KJ	<p>Survey</p> <ul style="list-style-type: none"> <li>• Need a planning day for a strategic plan using the survey data. Survey out from 15th Nov and open for a month. We could do a planning day in Feb instead of a Board Meeting. Proposed date 18th Feb (Saturday). Proposed planning meeting at Stephen's home.</li> </ul> <p>Dropbox for board info sharing</p> <ul style="list-style-type: none"> <li>• Dawn has set up a dropbox account to share the information. You will need to download it to your computer and then log in using <a href="mailto:raptorsboard@gmail.com">raptorsboard@gmail.com</a> and the [REDACTED]. I will ask for reports a week before the meeting so they can be read and then questions to be asked at the meeting to cut down on meeting time.</li> </ul>	
Stew Neal leaving	SL	Stephen voiced the thanks for what Stew and family has done. Hopefully Stew will attend future events. Good luck to Stew moving forward and we look forward to seeing the girl's rowing progress.	

Next meeting:		<ul style="list-style-type: none"><li>• Meeting closed at 21:30</li><li>• 14th December, 2016</li></ul>	
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