

Minutes
Raumati Swimming Club Inc “Raptors” Board Meeting
At CAC
6.30 pm Wednesday 13th September 2017

ITEM

Meeting commenced at 6.35pm.

1. OPENING AND APOLOGIES

	Role	Present Yes/No
Board Member		
Chris Litten	Chairman	No
Marco Cecioni	Treasurer	Yes
Alana Tisch	Secretary	Yes
Dawn Ireland-Spicer	Board Member	Yes
Kelly Sutherland	Board Member	Yes
Scott Simmis	Acting Chairman	Yes
Pete Adams	Coach Liaison	Yes
Fiona Morrison	Board Member	Yes
Kirsten Johnson	Board Member	Yes
In Attendance		
Jon Winter	Coach	No

2. MINUTES & ACTIONS OF MEETING HELD 9th August 2017

Decision moved by Marco Cecioni and seconded by Alana Tisch

3. REPORTS:

Chair (Acting)

- Verbal – Wgtn Champs were good
- Thanks to everyone who helped out

Information & Decision

Treasurer

- Report Read
- Club Financials registered with the companies office
- Thank you to sponsors of the signature meet to be put on Facebook.

ACTION: Marco to write and send to Amanda to put on Facebook.

- We need to formerly remove Paul Matson and Jacqui Carr as signatures. Chris Litten and Marco Cecioni will have online authority.

ACTION: Marco to action

Coach & Coach Liaison

- Report Read

- **Complaints**

There have been two complaints laid, one from a parent member and the other from a swimming member. Chris asked for this to remain confidential until Pete has completed further investigations.

- **Incident**

Near Miss – Train Incident

Tuesday 12th Sept on the way to 318 Gym a small group of Sharks and Orca's crossed the rail way line in front of a train. Of some concern to the coach is the attitude when he addressed this and the bravado attitude and lack of remorse.

ACTION: Pete to investigate and put a report together of the facts

ACTION: All parents of children concerned to be contacted immediately

ACTION: Board to agree on appropriate consequence for these swimmers. Email Pete by COB 14th Sept.

ACTION: H&S policy to be put together around education Outside the pool

ACTION: Land training is suspended until further notice

Pool Liaison

- Extra lane until school holidays is available. Not worth pursuing
- Spa Pool – Life guards are taking more care around the supervision of this area.

Tuesday Night Club Night

- Refer Report
- Board approval sought to apply for funding to purchase pool sinky toys for the Programmes Pool swimmers to use and kick boards for the Main Pool swimmers to use instead of borrowing CAC's equipment. Board Approved.

Social

- Refer Report
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- Agreed to run family bowling night on 5th November

Funding Applications

- Refer Report
- Linda has suggested a further application be made to The Lion Foundation for the full pool hire for the coming 12 month period.
ACTION: Request Board to consider and approve proposed funding application.
- Alana has asked Kirsten if we can have current financial year grant applications presented in a spreadsheet so we have a visual record of all grants applied for and for what, if successful or not etc.

Club giving back to the community

- Refer Report and action register

Officials

- No report provided
- Swim Wgtn has granted Kelly Sutherland AOD Operator (Automated Officiating Device Operator). The official responsible for the setup and operation of the automatic/electronic timing system.

4. SUMMER CAMP

- Kirsten/Jon to finalise flyer
- Pete to confirm info before flyer finalized
- Publish Oct 2017

5. ANY OTHER BUSINESS

- Kelly to meet with Swim Wgtn and time pad operators to sort out Raptors laptops and timing software to ensure it works each time we use it. This wasn't working properly at our signature meet and meant times needed to be entered manually.

Old Pool

- As we own part of the old Raumati Pool (part of the club rooms) and space on CAC can be tight the board explored possibilities of getting the old pool up and running. Kelly spoke with Alison Laws at KCDC about getting the old pool up and running. There are other issues with the pool and the council are not prepared to invest money into the old pool.

Clip on ends for the pool

- There have been some plans drawn up a while ago for these. KCDC will send plans to Kelly. It was suggested that this was discussed at the pool liaison meeting with Pete as well. If feasible then bring to the board meeting for discussion.

Club Night

- Jon to confirm events
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Official Photographer

- Paul Grout has requested if he could be the official photographer for our club to justify his taking of photographs re Vulnerable Children's act etc. We are not sure what that entails, ie: will he be expected to attend all meets etc.
ACTION: Scott to make a request to Swim Wellington

New Time for Monthly Board Meetings

- It was agreed to trial the new time for meeting from 6.30pm to 8pm

Meeting closed at 7:55pm

Action Register as at 13/9/2017

Item	Decision/Action Point	Notes	By Whom	By When
Treasurers Report	<ul style="list-style-type: none"> Write and send thank you blurb to signature meet sponsors and put on facebook. Give to Amanda to put on Facebook. 		Marco Cecioni	15/9/2017
Treasurers Report	<ul style="list-style-type: none"> Paul Matson and Jacqui Carr to be removed as signatories 		Marco Cecioni	15/9/2017
Incident Near Miss – Train Incident	<ul style="list-style-type: none"> Pete to investigate and put a report together of the facts 	Board meeting scheduled 25/9/2017	Pete Adams	25/9/2017
	<ul style="list-style-type: none"> All parents of children concerned to be contacted immediately 		Pete Adams	14/9/2017
	<ul style="list-style-type: none"> Board to agree on appropriate consequence for these swimmers. Email Pete by COB 14th Sept. 		All Board	14/9/2017
			Alana Tisch/Dawn Ireland-Spicer	11/10/2017

Item	Decision/Action Point	Notes	By Whom	By When
	<ul style="list-style-type: none"> H&S policy to be put together and to include education outside the pool Land training is suspended until further notice 	Dependent on board decisions	Pete Adams/Jon Winter	TBC
Summer Camp	<ul style="list-style-type: none"> Kirsten/Jon to finalise flyer Pete to confirm info before flyer finalized Publish Oct 2017 		Kirsten Johnson/Jon Winter Pete Adams Kirsten Johnson	25/9/2017 25/9/2017 1/10/2017
Time Pad Operations	<ul style="list-style-type: none"> Kelly to meet with Swim Wgtn and time pad operators to sort out Raptors laptops and timing software to ensure it works each time we use it 	Meeting set up for 4/10/17	Kelly Sutherland	4/10/2017
Clip on ends for the pool	<ul style="list-style-type: none"> KCDC to send plans to Kelly. To be discussed at Pool Liaison meeting 	Pete to advise Kelly when meeting is	Kelly Sutherland Pete Adams/Kelly Sutherland	?
Club Night	<ul style="list-style-type: none"> Jon to confirm events 		Pete Adams/ Dawn Ireland Spicer	17/9/2017

Item	Decision/Action Point	Notes	By Whom	By When
Official Photographer – Paul Grout	<ul style="list-style-type: none"> • Scott to make a request to Swim Wellington 		Scott Simmis	15/9/2017
Board Portfolio Positions	<ul style="list-style-type: none"> • Agenda for Oct Mtg 		Chris Litten	11/10/2017
Plans for coming year as a new board	<ul style="list-style-type: none"> • Agenda for Oct Mtg 		Chris Litten	11/10/2017
Club giving back to the community	<ul style="list-style-type: none"> • Kapiti run – suggest that the senior swimmer arrange . • Christmas food donation – suggest a charity and voluntary donation from parents • Swimathon – discuss with pool to see if get free lane hire. Invite Kapiti club and donate funds to charity. 		Kirsten Johnson	11/10/2017
Club Fundraising	<ul style="list-style-type: none"> • Club Family Bowling Night to be organized. 	Agreed date 5/11/2017	Kirsten Johnson	11/10/2017

