

Raumati Swimming Club Inc “Raptors” Board Meeting

Meeting Minutes

6.30 pm Thursday 15 August 2019

Present:

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

Next meeting: Thursday 29 August 2019 after AGM

Item	Comments	Actions
1.Meeting Opening		
1.1 Introductions & Acknowledgements	Meeting started at 6.36. The Board wanted to acknowledge Joan Matson, our Patron, who had a couple of minor heart attacks. She is recovering well and we wish her all the best. Thank you to Lizzie for all her work towards Prizegiving on 28 July. And thanks to the parent help at the recent SW relays, and the senior swimmers for their help whilst Jon was unwell.	
1.2 Agenda Confirmation	All agreed	
1.3 Apologies	None	
1.4 Board Member Conflict of Interest Disclosures	None declared	
1.5 Environmental Scan	SW Relays - this was a great success for the swimmers, at all ages. We have received an apology for their misinformation regarding the mixed gender format. The Gold Coast meet at CAC was well represented by the Club, and all welcomed seeing Paul Matson at the Matson meet. Fee increase – people are seeing the increase as 2 separate issues, not as single increase.	

	Some are upset that the second notice was not published until after this year's registration fees had been paid.	
2. Governance & Policy Matters		
2.1 Sub Committee Reports	<p>Website – the content from the current to the new website needs merging. MIS wants to set up a new hosting system to set up the new website, run it for a month to test and get feedback from Club members.</p> <p>Swimmers report – Eli Litten and Annie Jencova are the designated squad leaders. They will meet with ST fortnightly or monthly, prior to the Board meeting. Their first feedback was on the uniforms. They do not like the current shade of blue and would like to have navy blue shirts and red caps for all meets, and to include bullet caps. For those swimmers attending Opens, they would have Black caps. For those who have attended NAGS, Opens or NZ SC Champs, they can get a navy blue rugby shirt, otherwise have a navy blue hoodie for all swimmers. They would prefer not to have memorabilia. They have been told to talk to the squads and get feedback. We also need to check current stock as we have recently purchased new uniforms. The cost of the rugby shirts has proven to be expensive so they need to look at alternative suppliers.</p>	
2.2 Board member, grants administrator	Gareth has resigned effective 4 September. We will advertise the position at the AGM, and would like to thank him for his work over the last 12 months	
2.3 Health & Safety – Incidents	None recorded	
2.5 Risk register	The main concern is the lack of volunteers; a list for future and replacement equipment is being created.	
3 Matters for Discussion		
3.1 Matters in Committee	Board went into committee at 19.23 Board came out of committee 19.36	

3.2 MFA Proposal from IT room	<p>The cost is \$365.00 and it was recommended not implementing it at the present time No communications have been returned since the SW relays teams were entered. 15/U men's teams were entered in addition to Jon's final entry list. (15/U men's teams were originally entered). The RSC constitution states that the Club has the power to select Club representative squads, teams, individuals, coaches, and other officials to participate in Swimming events.</p>	
3.3 Coach	<p>ST had a meeting at CAC on 7/8/2019, where NZSC Champs accommodation was discussed, the coach's Camp criteria was produced – sharks/orca's with 80% attendance, inc morning training since 1/5/2019 and parent buy in to the CSW programme. The board felt neither criteria for the two squads were appropriate and 1/7/2019 was more realistic for a start date. This will be communicated to Jon/Kirsten.</p> <p>The Board has not received this month's coach report, no confirmed squad list, nor the list of targeted meets.</p> <p>Next year all coaches on pool deck will need to be police checked and NZSCTA registered.</p> <p>We have heard that CWS has been criticising the Board to the Swimmers.</p> <p>Jon has been videoing underwater swimming which has been very effective and enjoyed by the swimmers.</p>	
3.4 SW SGM	<p>After discussion, it was agreed that "we agree to the objectives of the proposed changes" and therefore we will vote in favour of the proposal</p>	<p>ST to vote as the Club representative</p>
3.5 Camp 2020	<p>RSC have the right to select camp attendees. CWS had proposed: parent buy in, Div II qualifying and above, training ability and 80% attendance (allowing for injury and sickness). The Board felt this was too restrictive. And the criteria would be swimmers qualifying for Div II and above, and attendance of 80% (allowing for illness and injury) of coach agreed sessions, effective 1/8/2019.</p>	

3.6 NZ SC Champs	Neither accommodation nor flights can be booked until CWS confirms the required dates. Roly will need to confirm with the swimmers the uniforms to be worn	ST to speak to RH
3.7 Club night September 2019	We had been considering an Official Club night on 10/9/2019, to allow for qualifying for SC champs. Timescales may not allow for it to happen. The Board agreed in principle to holding unofficial meet to include all squads and Tuesday night swimmers. This would allow Term 4 Tuesday night fun night to continue as usual.	MC to co-ordinate with Racesec (FM) and KJ.
3.8 SNZ Calendar	Now that we have the new calendar, we need to look at the dates for the away meets to start looking at accommodation and funding.	
3.9 Club transfer request	We have received a transfer request from a lapsed NZ swimmer, who currently trains in Australia. There are differences between the States as to their rules for NZ registered swimmers. Queensland require NZ registered swimmers to swim as a visitor, although they can be connected to an Australian Club. The family are waiting for information from Swim Victoria, regarding their position. The Board agreed to postpone any decision regarding the transfer until we hear back from the swimmer's family.	
3.10 uniforms	Previously discussed under 2.1	
3.11 Parent Handbook	This is on draft format and will require further discussion	
3.12 Squad restructure	CP discussed a new structure which is based on 5 squads based on qualifications for Opens, NAGs/NZSC and DivII, SWSC and SWLC and no qualification. Further work to be carried out.	
4 Membership & Events		
4.1 Membership Update – Tuesday night numbers, Squad numbers, movement.	Membership report available for review	

4.2 AGM, including Patron	The deadline for Board nominations and Items of Business closed and none were received. Joan Matson has agreed to be our Patron again and a completed nomination has been received.	
5. Matters for Approval - Consent Agenda		
5.1 Funding Applications	None	
6.2 Payments	As detailed in report.	6.1 - 6.3, Moved ST, seconded MC. All agreed
6.3 Club Transfers	No new transfers	
7 Matters for Noting or Updating		
7.1 Action Item register		
7.2 Management / Coach Reports	None	
7.3 Finance Report	Reports available	
7.4 Assurance & Risk Report		Next meeting
7.5 Topics to be brought forward or scheduled	Club rooms	
8 Matters for Confirmation		
8.1 Minutes from Previous Meeting	Available	Proposed ST, seconded MC All agreed
8.2 Matters Arising		
9 Meeting Close		
9.1 Meeting Evaluation		
9.2 Confirmation of Next Meeting	Thursday 29 August 2019, to confirm Chair and Treasurer and date of next meeting	
9.3 Meeting Close	Closed at 9.15 pm	