

Raumati Swimming Club Inc “Raptors” Board Meeting

Meeting Minutes

7pm Wednesday 13 November 2019

Present:

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

Next meeting: Wednesday 11 December at 7pm

Item	Comments	Actions
1.Meeting Opening		
1.1 Introductions & Acknowledgements	Meeting started at 7.25. The Board is pleased with the great news that Jon has committed to the Summer Camp 2020, and would like to acknowledge Lizzie Plummer for her work that has resulted in full camp funding. Also to acknowledge all those swimmers and parents who assisted at the Raumati Masters recent meet.	
1.2 Agenda Confirmation	All agreed.	
1.3 Apologies	None	
1.4 Board Member Conflict of Interest Disclosures	None.	
1.5 Environmental Scan	CP attended the SNZ Roadshow, at which a new 4 year plan was discussed, and which the SNZ Board would like feedback, once it has been published. Other matters discussed were H&S (which they recommend being a monthly agenda item), Policies, a standard constitution for all regions and Clubs; their goal is to have an Olympic medal in 2028; there is a need to improve basic skills, to	

	become race ready; the High Performance Centre no longer exists – 25 swimmers will be identified and services will be provided at/by their Club; There will be a complete restructure of the Competition calendar- 10 coaches have been involved in the restructure.	
2. Governance & Policy Matters		
2.1 Sub Committee Reports	<p>Marketing & comms – New website - there was a revamp last week , and it is now ‘mobile phone’ friendly; a search bar addition is in progress; Board bios need to be updated; current emails need to be available on the new email system; need confirmation of what meets should be included.</p> <p>Swimming Ops – camp attendance has been confirmed. Still no confirmation of squad lists, attendance register or contact information for new swimmers, which are a Breach of contract. JW will be having further discussions with all swimmers regarding expectations and behaviour. There has been some concern that non-squad swimmers are being referred outside of our Tuesday night program.</p> <p>Finance – Grant Funding for Camp pool hire and Accommodation has been received; applications for pool hire have been submitted; and audits have been completed or are in progress. Looking at Equipment – grant application has been postponed until we can get a complete list of requirements, to make a single large application; other items may include the backstroke ledges from WRAC, stopwatches/</p> <p>Club Spirit – To be covered later.</p>	
2.2 Board member, volunteer roles	Jimi Van Noort decided against joining the Board, due to other commitments. Continue to try to fill roles on the subcommittees.	ALL
2.3 Health & Safety – Incidents	<p>A swimmer stepped on a lolly on pool deck and cut her foot. This was discussed.</p> <p>A swimmer vomited in the pool, due to exertion during training. It was the subject of an Instagram post. The matter was discussed.</p>	KF to confirm with CAC that is was recorded
2.4 Risk register	We have volunteers whose children are not swimming at the moment, but they contribute a lot to the Club, and both are happy to continue to do so.	

	Who will be coaching at CAC whilst Jon is at camp?	
3 Strategy & Performance		
3.1 Strategic Statement and Action Plan	Deferred	
3.2 Board Calendar	Next meeting	
4 Matters for Discussion		
4.1 Matters in Committee	N/A	
4.2 Coach	Previously covered	
4.3 Camp 2020	There are 3 Non RSC swimmers attending, who will be paying the full amount. Parents helping are still to be confirmed.	
4.4 Club meet	Plans still ongoing. There will be relay races in the main pool, the waterslide, inflatables in the program pool, and a sausage sizzle. An email and FB post will go out asking for parent help during the event.	MC , continue planning, with Rachelle.
4.5 Club records	Clarification is needed for Club records achieved by swimmers, who whilst registered with a NZ Club, are classed as Visitors as they have swum for another nation. CP spoke to SW reps at the SNZ Roadshow, whose stance was 'that if the meet is run under FINA rules, then the swimmer is not eligible for SW records; that any National meets the swimmer would have to swim as a Visitor'. No official statement has been issued by SNZ or SW but it was felt RSC should follow a standard stance.	
4.6 SW Nominations and gift for J Oliver	Nominations have been submitted. Jacqui Oliver's last day is Tuesday 17 December, after 12 years with the Club. It was agreed a \$200 card would be an appropriate gift. Moved ST, 2nd - MC	
4.7 Raumati Masters Swimming Club. .	Raumati Masters Swimming Club would like to thank Raumati Swimming Club for their support in allowing the use of the Meet Manager software and electronic starting equipment for the recent Masters swim meet. It was good to see a number of parents and swimmers from the swimming club assisting, all have been personally thanked. The meet ran to a profit.	

4.8 Coach meet funding policy	A draft policy was presented for discussion, feedback to be given to ST	ALL to provide feedback to ST
5 Membership & Events		
5.1 Membership Update – Tuesday night numbers, Squad numbers, movement.	Membership report available for review	
6. Matters for Approval - Consent Agenda		
6.1 Funding Applications	None	
6.2 Payments	As detailed in report. Moved by ST, 2 nd by DA to purchase new stretch cords, up to \$600.	6.1 - 6.3, Moved ST, seconded DA. All agreed
6.3 Club Transfers	None	
7 Matters for Noting or Updating		
7.1 Action Item register	ALL to set consider for this and next month	ALL
7.2 Management / Coach Reports	None	
7.3 Finance Report	Reports available	
7.4 Topics to be brought forward or scheduled	National meets 2020 for funding applications; date for Club champs	
8 Matters for Confirmation		
8.1 Minutes from Previous Meeting	Available	Proposed ST, seconded MIS All agreed
8.2 Matters Arising	None	
9 Meeting Close		
9.1 Meeting Evaluation	ST /CP Much faster with subcommittees	
9.2 Confirmation of Next Meeting	Wednesday 11 December 2019 at 7pm	
9.3 Meeting Close	Closed at 9.13pm	