



ASA BOARD MEETING

MINUTES

held on Wednesday 18 February 2015, 7.30pm
at Harbour Sports

Present: Willem Coetzee (Chair), Sandra Burrow, Claudia Hill, Gwen Ryan, Nick Berry,
Brett Green (Appointed Executive Officer)

Apologies: David Jack (President), Tonia Wheeler (Registrar)

BUSINESS

1. Welcome and Apologies

2. **Disclosure of Interest Register** – Conflicts according to the agenda are disclosed.
SB/GR/CH item 7 working groups.

3. **Minutes of Previous Meeting** – *Discussion*: The minutes for 21 January are discussed. Requested that Daniel provide a comparison break down for Anthony Mosse (Entries, Penalties, Door Takings). Nick to liaise with Daniel re amount owing on Sundry creditors in the Balance Sheet. *Recommendations*: Board approve and ratify minutes for 21 January 2015.

Moved: GR

Second: CH

4. **EO Report** - *Discussion*: No report received. *Recommendation*: No action.

5. **Finance Report** – *Discussion*: Finances for December 2014 is received. Daniel to double-check if amount owing to SNZ matches amount in the SNZ account. Amounts for technical officials and Swimming NZ to be double-check. *Recommendations*: Board approve Financial Statements.

Moved: WC

Second: NB

5.1: Signatories: WC moves that once Brett takes office that he will have signatory rights.

Moved: WC

Second: GR

6. Key Business

6.1 Annual Board Plan: *Discussion:* Annual Board plan is reviewed and decided to adjust actions by one month. Strategic plan needs to be put in place. WC to review plan with the EO and share for comments. Will be further reviewed following updated Strategic plan.

7. **Working Groups – CSG, Events, Technical and Technology –** *Discussion:* No minutes received. Groups plan to have combined sessions during Opens to meet Brett. Vacancies are a concern and needs to be filled. EO to assess and prepare paperwork.

7.1: Anthony Mosse: *Discussion:* Feedback as received from various source discussed briefly. CSG to keep learning in mind for 2016 programme.

Moved: GR Second: WC Carried

7.2: Vacancies: *Discussion:* Vacancies on CSG and Events are a concern and needs to be filled. *Action:* EO to assess and prepare paperwork

8. **Key meeting dates & Events –** *Discussion:* None Received *Recommendation:* None

9. **Registrars Report:** *Discussion:* Registrars report is reviewed. Adjustments on records 70 to 73 to be made. AMC is missing from list of meets to be ratified and uncertainty re Tony Cooper being listed as IOT/Start. WC to follow-up with the office/Registrar
Recommendation: Moved that report with amendments be accepted.

Moved: WC Seconded: NB

10. **Regional Regulations:** *Discussion.* GR/CH to provide feedback from Working Group meeting to WC.

11. Relationship Building

SNZ Meeting – Chair provide feedback on meeting with SNZ re Officials. Mentioned that use of accreditation card was discussed. Seems like the decision of SNZ on officials to stand.

Club Meetings – No further update on club meetings

Zonal Competition – Feedback on the Zonal Competition was discussed. EO to



utilise learning for future meets.

NZ Opens – Hosting agreement received. WC to sign and send back to SNZ.

12. General Business:

- 13.1 **MAGS** - *Discussion:* Appointed EO confirms that this is with the Mount Albert School board for their final decisions
- 13.2 **Waiheke Swim Club** – *Discussion:* No further update. Follow up discussion with Horst required. Also to check with other clubs if they are willing to provide affiliation.
- 13.3 **Quality of Air at West Wave** - *Discussion:* Concerns re the quality of air was discussed and agreed to be unacceptable. *Actions:* EO to discuss with West Wave management.
- 13.4 Resignation Admin officer – Resignation of current Admin officer is received. *Actions:* WC to check if she can extend her period to allow for an overlap. Replacement to be found urgently.

13. Next meeting – 18 March 2015: 7.30pm Infotools House