

MINUTES



of **Board Meeting** held on Thursday 1 May, 2008 at 7.30pm
at Sports House, Harbour Sport, Stadium Drive, Albany

Present: Mark Saunders (Chair), Suzanne Speer, Teresa Stanley, Matthew Saunders, Gwen Ryan, Phil Pickford and Philippa Bouzaid

Apologies: Ken McEwan

Representatives Mike Knowles, Jo Draisey, Jill Vernon, Lisa Crene
ASA Championship
Group:

Conflict of Interest:

Suzanne mentioned that she would have a conflict of interest when discussing the merger of total Aquatics and Metro Swim clubs.

Minutes of previous meeting:

Moved by Mark Saunders that the minutes of the previous meeting be accepted.

Seconded: Suzanne Speer

Carried

1. Invitation for ASA Championship Group to attend for debrief

The following points were discussed regarding hosting of national events

- Support from clubs – difficulty arose with filling duties / officials for the 5 day meet (majority of events were week days which played a big part in this issue)
- SNZ did not supply enough officials to work poolside from around NZ. There seems to be a decline in numbers of officials who are willing to travel around officiating at national meets. SNZ are no longer appointing key officials. SNZ to look at a ratio or some policy to assist regions.
- If national meets are to be run during the week a suggestion was that they start earlier so volunteers can still get to work in the morning and may only be required to take an hour or two off of work.
- SNZ need to have an event manual with timelines incorporated
- SNZ need to speak with West Wave with regard to paying for the setting up and packing away of chairs
- Communication to hosting region with regard to up-to-date information, e.g. packing swimmers bags on Easter Monday and setting up SNZ signs.
- SNZ need to recognise they need to change – have regions meet with them (e.g. Wellington, Christchurch and Auckland) to advise of issues relating to the hosting of events and to discuss a better way forward for future events.
- Finals in the morning – parents would not allow children to take time off school to be cushion bearers for the medal ceremonies.
- School children from the Waitakere schools that attended were picked to assist with this duty. This worked very well.
- SNZ should insist that the Starter, Marshalling and AOD supervisor use walkie talkies.
- SNZ Education never advised that they expected our door duty volunteers to sell their merchandise at the door. There was not enough people allocated for this.
- Kitchen – no information was received by the catering person to also cater for the VIP area. This was found out during the first day of the meet.
- There should be a partnership approach between SNZ and region hosting event. Members of board (hosting region) should be invited to watch events.

The following points were discussed regarding hosting of Auckland Championship events:

- New photocopier is required – seek funding to purchase a new photocopier
- Club Support – volunteers -
- *Junior Champs* - always have a great support of volunteers and both duty rosters and officials seem to be in abundance.
- *Age Group Champs* – the time of year that this is held (couple of weeks before Christmas) tends to lessen the amount of volunteers attending. Although this meet usually gets by but further support would make this meet more easily managed.
- *Open Champs* – not supported well and it is becoming increasingly difficult to get volunteer support
- Discussion from board as to how we may rectify the ongoing issues with regard to volunteers and the running of championship events. Whether a surcharge needs to be established. Surcharge would work on the proportion of officials compared to swimmers – if not fronting up with people the club would be charged.
- Create a link with sports education courses and get students
- Need to motivate clubs to support

It was agreed by the championship group and the board that an agenda item for the Annual General Meeting was to discuss clubs' attendance on the Championship Group. Philippa to advise clubs.

2. Matters arising from previous Minutes:

Phil Pickford tabled the Digital Scoreboard Policy and the board members are to review and advise at June board meeting.

Philippa to amend item Auckland Championship Meets listed under General Business as follows:

The board discussed the financial and economical situation surrounding the Auckland Championship meets and *ask* that the following recommendations be *discussed by* Competitive Swim Group.

3. Financials:

Philippa to report back on the Depreciation amounts once the Accountant has met to discuss yearly accounts in preparation for the Annual Report.

Moved by Gwen Ryan that the ASA Levy charged on the running of swim meets be \$1.00 inclusive of GST.

Seconded: Teresa Stanley

Carried

Moved by Matthew Saunders that cash disbursements totalling \$58,593.16 be approved.

Seconded: Phil Pickford

Carried

3. Reports:

Executive Officer:

Northern Primary School Swimming Champs. Philippa advised the board that this was not a viable meet for Auckland Swimming and recommended that this be run by the Primary Schools involved.

On review of the financial costs in running this meet, the board agreed that a letter be written to the Primary Schools advising them they Auckland Swimming is unable to run this meet.

Auckland Swimmers' Yearbook. The costs of printing the yearbook was discussed and Philippa advised that there was information in the yearbook that was out-of-date before distributing the books to the clubs. Philippa recommended that we cut down the costs by having the most relevant information in the yearbook and the rest of the information on the website. References would be noted in the yearbook directing swimmers to the relevant information. The board took this into consideration and noted the following items remain:

- Auckland Qualifying Times
- Calendar of Events
- Auckland Records
- Club Contacts
- Officials flowchart (pathways)
- Conversion table

The board discussed the costs involved in producing the yearbook and it was agreed that members will now be required to buy the yearbook at a charge of \$1.00. Philippa to advise clubs and request numbers of yearbooks required from each club to enable an invoice to be forwarded to each club for payment thereof.

The board reviewed the team managers reports and it was agreed that \$40.00 per day be the food allowance.

Moved by Phil Pickford

Seconded: Matthew Saunders

Carried

Registrar's Report:

Incentive Awards for the 2008 NZ Open Championships agreed and Philippa to forward letters to recipients.

Moved by Gwen Ryan that records numbered 161 to 217 be ratified

Seconded: Phil Pickford

Carried

4. Correspondence:

Philippa advised the board that the submission to North Shore Council had been forwarded and that a hearing on Wednesday 14th May has been allocated. Teresa Stanley to attend and present case study with Philippa.

5. General Business:

Total Aquatics and Metro Swim Club:

The board discussed the information received from the abovementioned clubs and Philippa is to write to the clubs expressing the board's advice.

Kelston Aquatics Swim Club:

Moved by Phil Pickford that the board accept the name change of Kelston Aquatics to Glen Eden Aquatics.

Seconded: Teresa Stanley

Carried

Meeting closed at 10.30pm

Next Meeting to be held on Thursday 29 May.