

## ASA DRAFT BOARD MEETING

## MINUTES

held on Wednesday 18 March 2015, 7.30pm at Infotools House

Agenda Item	Minute/Action Item	Responsibility
1	Present: Willem Coetzee, Sandra Burrows, Claudia Hill,	
	Gwen Ryan, Brett Green	Chair
C	Silent: Visitors:	
2	Apologies: David Jack (President) Tonia Wheeler	
	(registrar)	
	<u>Resolution</u>	Chair
	THAT the apologies be accepted.	
	Moved by: WC Seconded: GR <b>Carried</b>	
3	Confirmation of the agenda:	
	<u>Resolution</u>	
	THAT the agenda be confirmed.	Chair
	Moved by: WC Seconded: CH <b>Carried</b>	

4	Declaration of interactor	
4	Declaration of interests: Declarations where made by GR, SB and CH as per the register	ALL
5	Minutes of the Previous Meeting:	
	Resolution	
	THAT the minutes of the meeting held 18 <sup>th</sup> February 2015 be confirmed.	
	Moved by: WC Seconded: CH Carried	Chair
	Matters Arising from Actions List	
	Actions: refer to Actions Register.	
6	Correspondence Log	
	No Correspondence at this time.	
	<b>Resolution:</b> THAT the Inwards correspondence is received and the Outwards correspondence be approved.	Chair
	Moved by: Seconded:	
7	Strategic Focus	g
	7a Annual Board Agenda Plan Update:	
	Discussed the facilities & equipment and that the EO need to investigate replacement of certain equipment items, e.g. stand alone starter, touchpads in order to commence with allocation of a budget item and possible grant applications	Chair
	Resolution:	
	Moved by: Seconded by:	
	7b Regional Regulations:	Chair
	Updates from Executive Committees were included and final amendments made to draft. Willem to tidy up and send to EO	
	<b>Resolution:</b> That completed draft of the regulations be circulated to clubs for feedback	

	Moved by: WC Seconded by: SB <i>Carried</i>	
8	Reporting:         8a EO Report         • Busy first few weeks?         • Sadly Kimberly has resigned. Has done an awesome job especially in the absence of an EO. Kate Griffiths is her replacement.         • Initial feedback on ASA Opens has been positive. More formal feedback will be sort through CSG.         • In need of new touch pads         • Score board on last legs         • Need a solution for League         • Office IT needs streamlining.         • New medals will be more cost effective going forward. <b>Resolution:</b> THAT the Board of approve the EO	Brett
S	Report Moved by: BG Seconded by: CH Carried 8b Finance Report Resolution: THAT the list of creditors paid has been sighted Moved by: BG Seconded by: WC Carried Resolution: THAT the Board approve the Finance Report Moved by: BG Seconded by: WC Carried	Brett
	Resolution: THAT the Board approve the change of Signatories on the ANZ accounts Moved by: WC Seconded by: SB Carried In Committee Resolution: THAT, the public be excluded from the following parts of this meeting, being the in committee section of the agenda. The reasons for passing this resolution for	Chair

these matters is to protect the privacy of natural persons, being one of the grounds under section 48(1)(a)(ii) of the Local Government Official Information and Meetings Act 1987	
Public excluded	
Moved by: WC Seconded by: GR <i>Carried</i>	
Public re-admitted	
The Board discussed the 2015/2016 Affiliation Fees	
<b>Resolution:</b> THAT the Board approve an increase for the 2015/2016 affiliation fees in line with any increase by SNZ. All fees to be adjusted annually for inflation.	
Moved by: WC	Brett
Seconded by: GR <i>Carried</i>	
The Board discussed meet entry fees for the 2015/2016 season	
<b>Resolution:</b> THAT entry fees for all 2015/2016 ASA meets be set at \$10 for ASA members and \$13 for visitors	
Moved by: WC Seconded by: GR <i>Carried</i>	g
8c Executive Committees (as required)	
Meet and Greet with Brett at ASA Opens. Formal meeting being arranged in next few weeks.	
CSG working on Draft Comp plan for 2016	
Northern Zone Meet entries have closed and meet being put together.	
<b>Resolution:</b> THAT the Board approve the EO reports of Executive Committees and/or Minutes	
No reports or minutes	
Moved by: Seconded by:	

	8d Key Dates and Events	
	Working on Posters for the rest of the year. These will be discussed at combined meeting of all Executive Committees. Meet conditions need to be simplified, standardized and separated from meet poster.	
	No posters at this time	
	<b>Resolution:</b> THAT the Board approve the posters for:	
	8e Registrars Report	
	<i>Resolution:</i> THAT the Board approve the Report with amendments as discussed	
	Moved by: BG Seconded by: GR <i>Carried</i>	
9	Relationship Building	Chair
	Feedback and discussion on meetings with SNZ and Millenium.	
	No meetings with clubs at this point.	
10	General Business 10a Swimmers Pathway Survey Board discussed the survey	Chair
	<b>Resolution:</b> THAT the EO respond on behalf of the Board with input from CSG	
	Moved by: WC Seconded by: GR <i>Carried</i>	
	10b MAGS Swimming Club	
	EO has final documentation completed and approved.	
	<b>Resolution:</b> THAT the Board give final approval.	Brett
	Moved by: WC Seconded by: CH <i>Carried</i>	

	10c Waiheke Swim Club	Chair
	No further up dates at this time.	
	Resolution:	
11	Next Meeting Date:	
	Next Meeting: 22 <sup>nd</sup> April 2015, 7:30pm	
	Annual Plan progress Report, Strategic Plan, Regional Regulations.	Chair
	Meeting Closed:	
	11:30 pm	

