



SWIMMING OTAGO
Minutes of Management Meeting
Held by Skype on 13th February 2013 7.20pm

|| PRESENT:

Mandy Grainger (President), , Patricia McNaughton (VP), Colin Walker (Secretary), Matthew Heaton (Treasurer), , Michael Dodds, Kathryn Duncan, Sharlene Gillespie Alan Hale, Sharon McKinnel, Susan Sawtell, Terry Wall

|| APOLOGIES

Peter Deans, Lynn Robertson (SVP)

|| WELCOME:

- Mandy welcomed everyone to the meeting by way of Skype at Dunedin, Balclutha and Queenstown.

Sharlene Gillespie/Matthew Heaton carried

|| MINUTES OF PREVIOUS MEETING:

- The minutes of the meeting held on the 16 January 2013 as circulated were confirmed as correct.

Mandy Grainger/Sharon McKinnel carried

|| MATTERS ARISING:

➤ **Timing Equipment**

Mandy Grainger stated she was disappointed the new timing equipment was not fully tested before the Otago Champs and the comments made to her in relation to the timing equipment at the start of the meet. Patricia McNaughton believed that three days was not enough time to install and provide the training on the new system. Alan Hale advised he was shattered by the comment considering the short notice given that HTS were coming down and he had to drop everything to be there. His boss had been good in allowing him to go to the pool. Alan and Michael were of the view there was no need to put the pads in the pool. The real priority was to learn how to run a meet. It was felt HTS were poor in their communication about installing the equipment. It was understood there was negative comments by Canterbury and Clive Power.

Peter Deans is to be thanked for providing the plates to fix the pads to the end of the pool.

It was agreed that there was a need to move on and that it should be treated as a learning curve to ensure a similar thing does not occur in the future.

|| CORRESPONDENCE:

- The Correspondence Schedule up to the 11 February 2013 with the Inwards Correspondence being received and the Outwards Correspondence being endorsed. No member was available to attend the NZ Sport Road show on

the 1 March 2013. Taieri is to receive acknowledgement of the \$2,500 they have donated towards the timing equipment

Patricia McNaughton/ Kathryn Duncan carried

|| FINANCIAL REPORT:

➤ **Financial Report**

The financial report was provided to members. The MYOB balance as at the 31 January 2013 was \$38,400.87. It was resolved to approve the financial report as submitted.

Matthew Heaton/ Kathryn Duncan carried

|| COMPETITION COMMITTEE MATTERS:

➤ **Otago/Canterbury Championships**

As indicated at the Delegates meeting Clubs were to provide comment by the end of February. The comments will be considered by the Carnival Committee with input from the Technical Panel relating to technical matters and then the matter brought back to the Management Committee. Management Committee members can also provide comments to be considered.

➤ **Coastal Development Meet**

Officials are required for this meet with a email to be sent to clubs asking for officials and to send to Mandy Grainger.

➤ **Otago Primary and Secondary Schools**

The information on this meet has been sent to the schools. Officials are required for this meet. Clubs to be sent the information and K Alexander is to be asked to co-ordinate the officials.

➤ **South Island Champs**

Information for the 2013 South Island Champs has been sent to members and it was noted the change in age groups.

➤ **Regional Team Manager South Island Country and Town**

Three nominations were received for the position of Regional Manager South Island Country and Town being Alan Robinson, Di McAuliffe and Jo Patton. Following discussion with Mandy Grainger and Susan Sawtell, Di McAuliffe was appointed as Manager

It was resolved to confirm the appointment of Di McAuliffe as South Island Country and Town Regional Manager.

Susan Sawtell/ Sharlene Gillespie carried

Sharon McKinnel requested that there be support provided to the small clubs who are sending swimmers to the meet.

➤ **Otago Caps**

There is the need to purchase more "Otago" caps and it would be appropriate to provide silicone caps for the swimmers. It was agreed the swimmers would receive one cap when they are in an Otago Team and if it is lost they would be required to purchase a new cap for \$10.00. The cap provided will be for one year starting in July each year except for those who receive a cap at NZ Opens this year. Clubs to be advised of this and a note book to be added to the Team Managers briefcase to record who receives a cap.

|| VOLUNTEERS

➤ Technical Panel

The Technical Panel meet on the 17 January 2013. Matters discussed covered information that could be on the Swim Otago website, New official's procedure, Otago Champs matters, Training opportunities

The following have been assessed as qualified

Robyn Chirnside (Waves), IOT, Otago Winter Champs, 16/09/2012,

Matthew Heaton (Waves), Starter, Kiwi Challenge, 25/11/2012,

Anna Harrison (Cromwell), IOT, Otago Champs, 26/01/2013

Clubs to be advised of the above approved assessments

Mary McFarlane was assessed and passed her National IOT and is to be congratulated on passing.

|| PROMOTION

➤ Website

Michael Dodds advised the new draft website is effectively finished and will be shown to members at the end of the meeting.

|| RECORDS

➤ There are five records that have been broken since the last meeting.

Jack Divers	Waves	Male 10-11	1500m Freestyle	22:22.61	LC	12 January 2013
Nicole Ruske	Neptune	Female 12-13	50m Backstroke	32.10	LC	22 January 2013
Sophie Fairburn	Wanaka	Female 12-13	50m Breaststroke	36.40	LC	22 January 2013
Aleisha Ruske	Neptune	Female 14-15	50m Backstroke	31.71	LC	22 January 2013
Tame Govaerts	Zenith	Male 12-13	50m Breaststroke	33.85	LC	22 January 2013

It was resolved the records be approved

Alan Hale /Kathryn Duncan carried

|| AFFILIATIONS

➤ Patricia McNaughton reported that there are 1242 people registered on the SNZ database as at the 31st January 2013

January 2013	Admin	Club Only	Coach	Competitive Swimmer	Learn to Swim	Life	Officials	Total
Alexandra	1	39	3	36			5	84
Clutha United	2	15	5	7				29
Cromwell	1	48	11	19			4	83
Dunedin	4	85	14		41			144
Kawa Dolphins								
Kiwi	5	45	11	14	17		3	95
Milton								
Neptune		118	4	53			36	211
Port Chalmers	7	43	11	13	22			96
Queenstown	1	68		43				112
Taieri	4	62	14	12	19		3	114
Wanaka	2	42	1	27			2	74
Waves	2	7	3	59			26	97
Zenith	3	85	11	3			1	103
Otago	32	657	88	286	99		80	1242

It was resolved this report be received.

Patricia McNaughton/Sharlene Gillespie carried

|| GENERAL BUSINESS

➤ Take Your Marks Timing system

Alan Hale has provided some information about the need for a timing console licence to be purchased if Take Your Marks is to shift to Central. More work is required to be done with the Central Clubs before a decision on this is made.

➤ Equipment Matters

An assessment by Alan Hale on some of the computers required in association with the timing equipment has been made.

"At least one new computer will need to be purchased and set up to run the Omega Quantum scoreboard before the Otago Primary and Secondary Schools Champs. This computer needs to run Windows 7. The previous scoreboard computer would have been purchased in 2004 when the Take Your Mark system was commissioned and does not have sufficient resources to run Windows 7. A Windows 7 licence will also be needed.

Depending on what is decided about the future of the Take Your Mark system, another computer may also be need to run Meet Manager at Moana Pool. As the Quantum system is a reasonably permanent fixture, this second computer need not be a laptop. It will need a Windows 7 or 8 licence (not sure if windows 8 is suitable) as well as Microsoft Office (at least MS Word and Excel). The current Meet Manager laptop is older than Take Your Mark and is unreliable. The Take Your Mark timing laptop was used for Meet Manager at Otago Champs. If this laptop is not required for Take Your Mark any longer it could continue as the Meet Manager computer for a little longer."

It was agreed Alan Hale purchase a desk top computer with Windows 7 as a minimum to operate the projector to display the times.

➤ SNZ Matters

SNZ have set the Affiliation Fees for 2013/14 and 2014/15 and they now include a coach and technical official fee as well. This information is to be passed onto clubs.

|| MATTERS TO BE CONSIDERED AT FUTURE MEETING

|| URGENT BUSINESS

➤ Next Meeting

It was agreed the next meeting be on the 13 March 2013

Closed 9.00pm

Minutes Endorsed

Signed: _____

Date: _____