



SWIMMING OTAGO
Minutes of Management Meeting
Held by Skype on 14th August 2013 7.53pm

|| PRESENT:

Peter Deans (President), Colin Walker (Secretary), Desiree Crooks, Sharlene Gillespie, Alan Hale, Sharon McKinnel, Patricia McNaughton, Lynn Robertson, Susan Sawtell

|| APOLOGIES

Matthew Heaton (Treasurer), Mandy Grainger, Terry Wall,

Susan Sawtell/Alan Hale carried

|| WELCOME:

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

|| MINUTES OF PREVIOUS MEETING:

- The minutes of the meeting held on the 10 July 2013 as circulated were confirmed as correct.

Lynn Robertson/ Sharlene Gillespie carried

|| MATTERS ARISING:

➤ **Regional Relay Records**

Alan Hale advised he had looked around other regions. There is a variation of age groups used and it is a case on what do we use and whether to have open records.

➤ **Competitive Swimmer Affiliation**

No further information has been provided and it was decided to wait until after the next Board meeting to see if there is further information on this matter.

➤ **Meet Manager**

Alan Hale outlined the issues he was having with the licences for Meet Manager 4 and 5. Despite a number of emails no progress was made. Alan was to continue to try and resolve the matter.

|| CORRESPONDENCE:

- The Correspondence Schedule up to the 12th August 2013 with the Inwards Correspondence being received and the Outwards Correspondence being endorsed.

Sharlene Gillespie/Susan Sawtell carried

|| FINANCIAL REPORT:

➤ Financial Report

The financial report was provided to members. The MYOB balance as at the 31 July 2013 was \$15,767.66

Sharlene Gillespie/Susan Sawtell carried

|| COMMITTEE STRUCTURE

Members advised which portfolio's they wish to be involved in. The following were agreed at this stage.

Funding Committee	Matthew Heaton, Peter Deans, Lynn Robertson
Functions	Financial reporting, Budget, Funding Applications, Sponsorships, Swimmers Assistance Fund
Competition	Patricia McNaughton, Susan Sawtell, Sharlene Gillespie, Desiree Crooks, Colin Walker
Functions	Calendar, National/Regional/Interclub standards development/delivery, Regional team manager co-ordination, Selectors
Technical Panel	
Functions	Technical Officials register, Technical Officials log, Technical Officials Committee (Administration and Training)
Club Support/Liaison	Colin Walker
Functions	Club support / mentoring
Coaching Development	Sharon McKinnel
Functions	Coaches pathway.
Swimmer Development	Sharlene Gillespie
Functions	Competitive Swimmers pathway
Promotion	Peter Deans
Functions	Publicity, Press liaison, Web site, Support for other pillars, Handbook
Registrar	Patricia McNaughton
	SNZ Affiliation – currently
Recorder	Alan Hale
	Maintaining Team Manager, results database and identifying records broken
Equipment	Matthew Heaton, Alan Hale, Colin Walker, Steve Sawtell
Functions	Equipment Provision, Hiring out of equipment, Training of personnel, Maintenance,

Governance

Function

Peter Deans, Colin Walker

To coordinate SNZ matters and regional constitution and transition to new board

|| COMPETITION COMMITTEE MATTERS:

➤ **Otago/ Canterbury Championships**

Canterbury have requested comment on a number of matters relating to the Otago/ Canterbury Champs. It was agreed the events by the same as last year. The 400m, 800m and 1500m events and the relays be timed finals all the rest will be preliminary and final events. The age group to the same as last year. The Shockwaves versus Otago Stars events be deleted. Presentation of medals to be determined once time line is known. It was agreed to have one programme and the 12 and under's be a separate meet.

12 and Unders

Sharlene Gillespie has received confirmation that the 12 and under's pool time is Friday from 7.30pm, Saturday 2.30pm to 8.00pm and Sunday 2 sessions with a two to three hour break in the middle. Analysis of doing a four session meet to be done. To also look at the 800m and 1500m events and medal breaks.

It was agreed the Competition committee work through any other issues to try and get the flyer and meet files agreed.

➤ **Otago Winters**

No action required.

➤ **South Islands**

With no pads being available for timing at the South Island Championship in Blenheim no NZ records can be broken at the meet. It was agreed that Nelson Marlborough be asked to notify those attending the meet that no NZ records can be broken. The trophy was given to Sharlene Gillespie to take to the meet.

➤ **Zonal Competition**

Following the last meeting the Southern Zone team will be known as Southern Mako's and the colours are blue and grey.

The selectors are

Canterbury – David Prattley

Nelson Marlborough – Andy Adair

Otago – Kay Alexander

Southland – Bev Catto

It was resolved Kay Alexander be the confirmed the selector for Otago

➤ **Swimmers Handbook**

It was agreed there was enough support to produce another swimmers handbook for this season.

➤ **Calendar**

Oamaru has provided two dates for swim meets to be added to the calendar. It was agreed to approve the calendar.

- **Upcoming Events**
Special Olympics
No action required.

|| VOLUNTEERS

- **Technical Panel**
It was resolved that a lanyard and whistle be given to a technical official when they first qualify. The lanyard will be light blue with white writing at approximate cost of \$2.65 and the whistle is \$4.60 +GST. Lanyards to be given to existing officials.

Sharon McKinnel/Susan Sawtell carried

- **Equipment -Scoreboard**
Two proposals for a scoreboard have been obtained from HTS to be part of the new timing system. One proposal was for a full digital colour screen and is quoted at \$168,000 +GST and without the frame for it to be house in at Moana Pool. The other is a single colour display and up to 10 lanes which is quoted at \$57,535 without the frame for it to be house in at Moana Pool.

A general discussion was held on the type of scoreboard. There was support to explore a display which had name as well as the lane, place and time. Alan Hale to ask at the University about their data projector systems as they will have similar set up to would be required at Moana pool. A costs estimate to be obtained if possible.

|| RECORDS

- There have been five new records broken since the last meeting and one record is pending for the 12-13 female short course 800m freestyle. Peter Deans vacated the chair while a discussion about a pending record was discussed. Alan Hale was seeking clarification from Swimming Southland as whether the event the record was broken in was a mixed gender event or a single gender event. Alan Hale to also check with Kent Stead of SNZ as to how they ratify any SNZ records.

Matthew Glassford	Neptune	Male	Open	100m Breaststroke	1:04.35	SC	10 July 2013
Caitlin Deans	Neptune	Female	12-13	200m Freestyle	2:08.82	SC	12 July 2013
Tame Govaerts	Zenith	Male	12-13	100m Freestyle	57.13	SC	12 July 2013
Tame Govaerts	Zenith	Male	12-13	100m Breaststroke	1:09.83	SC	12 July 2013
Caitlin Deans	Neptune	Female	12-13	1500m Freestyle	17:39.45	SC	4 August 2013

It was resolved the records be approved

Sharon McKinnel/Susan Sawtell carried

|| AFFILIATIONS

- Patricia McNaughton reported that there are 203 people registered on the SNZ database as at the 31th July 2013.

July 2013	Admin	Club Only	Coach	Competitive Swimmer	Learn to Swim	Life	Officials	Total
Alexandra								
Clutha United								
Cromwell								
Dunedin								
Kawa Dolphins								
Kiwi		36		32				73
Milton								
Neptune				79				79
Oamaru				15				15
Port Chalmers								
Queenstown				3				3
Taieri				3				3
Wanaka		10		18	5		2	30
Waves								
Zenith								
Otago		46		150	5		2	203

It was resolved this report be received.

Patricia McNaughton/Desiree Crooks carried

|| GENERAL BUSINESS

➤ Use of Equipment

From time to time requests are received from parties wishing to use our timing equipment the latest one being Surf Lifesaving. To help stream line giving approval it is proposed to have a group of people who are competent in operating the timing equipment to be asked if they are available on the date of the request. If there is sufficient people then approval to use the equipment be given. The group should contain at least four members, the more the better. It was agreed to proceed with streamlining the process for use of Swimming Otago equipment.

➤ SNZ Awards

Nominations have been called for the SNZ Awards committee. Daphne Loader has advised she wishes to seek re nomination. The terms of reference state the current committee is in place until the 2014 AGM. SNZ has been questioned why they are seeking nominations so early and a reply is still awaited.

|| MATTERS TO BE CONSIDERED AT FUTURE MEETING

|| URGENT BUSINESS

➤ Next Meeting

It was agreed the next meeting be on the 11th September 2013

Closed 10.12pm

Minutes Endorsed

Signed: _____

Date: _____