



SWIMMING CANTERBURY WEST COAST INC.

MINUTES OF THE BOARD MEETING

Men 100 Back

54.11	Angus W. Kelliher at 2020 NZ Short Course Swimming Championships	6/10/2020
53.97	Lochlan McKenzie at 2023 Apollo Projects NZ Short Course Swimming	8/08/2023

Men 200 Back

1:57.70	Angus W. Kelliher at 2019 SCWC SC Championships	19/07/2019
1:56.63	Lochlan McKenzie at 2023 Apollo Projects NZ Short Course Swimming	8/08/2023

Men 50 Fly

23.86	Christopher Elson at 2022 NZ Short Course Swimming Championships	23/08/2022
23.73	Christopher Elson at 2023 NZ Short Course Swimming Championships	08/08/2023

Men 100 Fly

52.79	Christopher Elson at 2023 SCWC Coaches Invitational	26/01/2023
52.45	Christopher Elson at 2023 NZ Short Course Swimming Championships	08/08/2023

Men 15-15 100 Backstroke

57.08	Angus Kelliher at 2017 NZ Short Course Swimming Championships	03/10/2017
56.86	Harrison James at 2023 NZ Short Course Swimming Championships	08/08/2023

Women 10-10 100 Back

1:15.24	Bridie Quayle at 2019 SCWC XLR8 Meet	22/06/2019
1:14.08	Jenna Borea at Swim Timaru Invitational Meet	26/08/2023

Women 10-10 200 Back

2:40.07	Bridie Quayle at 2019 SCWC XLR8 Meet	22/06/2019
2:36.64	Jenna Borea at Swim Timaru Invitational Meet	26/08/2023

Moved: Holly

Seconded: Claire

Carried

10. Financials

ACCOUNTS TRANSACTIONS:

Financials as emailed to the SCWC Board

OVERDUE ACCOUNTS:

Aged Receivables Summary

Swimming Canterbury West Coast Inc

As at 31 August 2023

Ageing by due date

Contact	Current	< 1 Month	1 Month	2 Months	3 Months	Older	Total
AquaGym Swimming Club	297.00	0.00	0.00	0.00	0.00	0.00	297.00
North Canterbury Swim Club	521.50	90.00	0.00	0.00	0.00	0.00	611.50
QEII Swim Club	0.00	30.00	0.00	0.00	0.00	0.00	30.00
Selwyn Swimming Club	72.50	0.00	0.00	0.00	0.00	0.00	72.50
Senior Carnival	0.00	0.00	0.00	0.00	0.00	70.00	70.00
Temuka Swimming Club	290.00	0.00	0.00	0.00	0.00	0.00	290.00
Vikings Swim Club	521.50	90.00	0.00	0.00	0.00	0.00	611.50
Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Accounts/



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The \$70 outstanding from the Senior Carnival is to be written off.

Jill Perriam, who has assisted with the EOFY accounts is to be asked to assist with preparing a budget for the upcoming season, with the budget being set in accordance with last financial year's figures. As someone with a good knowledge of the swimming world, Jill is in a good position to assist and offer sound advice with setting a budget. The Board can then fine tune this to align with the set and proposed plans for the coming year.

Moved: Claire

Seconded: Richard

Carried

11. Funding Report

Approved Applications

Provider		Purpose	Amount
Lion Foundation	03/2021	Pool Hire SCWC Juniors, Relay & SC Champs	\$4000.00
CCC Communities Fund	09/2021	Marketing Asst Salary	\$12,000.00
NZCT	10/2021	Operations Manager Salary	\$30,000.00
Aotearoa Gaming Trust	12/2021	Pool Hire for SCWC Development & Juniors	\$3089.00
TAB NZ	04/2022	Pool Hire for 2022 SIC SCM	\$3000.00
CCC Communities Fund	08/2022	Marketing Asst Salary	\$12,000.00
Lion Foundation	09/2022	SCWC League Venue Hire	\$4930.00
NZCT	10/2022	Operations Manager Salary	\$30,000.00
Mainland Foundation	11/2022	Venue Hire SCWC Dev, Coach Invite & Juniors	\$6939.00
Pub Charity	01/2023	Medals for 2023 Juniors and SC Champs	\$2178.00
Lion Foundation	06/2023	HAG Ribbons and Venue hire for SCWC SC Champs	\$4000.00

Declined Applications

Provider		Purpose	Amount
Pub Charity	10/2021	Medals for the 2021/2022 season	\$6733.00
TAB NZ	11/2021	Pool Hire for Regional Meets to Jan 2022	\$12,549.39
NZGF	11/2022	Medals for the 2022/2023 season	\$2178.00

Pending Application

Provider		Purpose	Amount
CCC Communities Fund		Marketing Asst Salary	\$30,000.00
Tu Manawa Sport Active		Community Engagement Support	\$22,162.75

12. Contractual Obligations

- a) Halswell Swim Club and Templeton Swim Club funds held on behalf

Halswell- Funding payment to Knights Stream School per Jake Hann for \$4500.00

13. Membership



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Registered Swimmers- Previous Seasons

Date	Competitive Swimmers	Club Swimmers	Total
30/6/2023	451	325	776
30/6/2022	480	291	771
30/6/2021	551	257	808
30/6/2020	573	209	782
30/6/2019	624	212	836
30/6/2018	643	191	834

Current Membership Numbers (as at 11 July 2023)

Aquagym Swimming Club	Club Swimmer	15
Aquagym Swimming Club	Competitive Swimmer	26
Ashburton Swim Team	Competitive Swimmer	22
Dragon Swimming Club	Club Swimmer	38
Dragon Swimming Club	Competitive Swimmer	13
Geraldine Swimming Club	Club Swimmer	2
Greymouth Amateur Swimming Club	Competitive Swimmer	19
Hokitika Amateur Swim Club	Club Swimmer	7
Hokitika Amateur Swim Club	Competitive Swimmer	23
Jasi Swim Club	Competitive Swimmer	90
Mackenzie Swimming Club	Club Swimmer	15
Mackenzie Swimming Club	Competitive Swimmer	2
North Canterbury Swim Club Inc	Club Swimmer	19
North Canterbury Swim Club Inc	Competitive Swimmer	31
QEII Swim Club	Club Swimmer	16
QEII Swim Club	Competitive Swimmer	26
Selwyn Swim Club	Club Swimmer	37
Selwyn Swim Club	Competitive Swimmer	32
Swim Timaru	Club Swimmer	10
Swim Timaru	Competitive Swimmer	51
Temuka Swimming Club	Club Swimmer	12
Temuka Swimming Club	Competitive Swimmer	6
Triton Swim Club	Competitive Swimmer	46
Vikings Swim Club Inc	Competitive Swimmer	49
Waitaha Swim Club	Club Swimmer	9
Waitaha Swim Club	Competitive Swimmer	76
Wharenui Swim Club	Club Swimmer	33
Wharenui Swim Club	Competitive Swimmer	65

790



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a. Any incidents to report

Nil

b. Risk items to be actioned

- I. Risk: Health and safety
- II. Wires and trip hazards were still an issue on pool deck- Simon has trialled hot water insulation piping and this works well, so will get more to complete the job
- III. Tag testing completed- all items passed inspection due to be re-done shortly. Debbie will organise this for the Memorial Meet when all the gear is out for testing.

c. Disciplinary

Nil

d. Policies to be reviewed

- Canterbury Squad Swimmer Contract (July 2018)- pending new squads structure being finalised
- Squads Travel (July 2018)- pending new squads structure and programs
- Team Manager Guidelines- SNZ have a policy for this, but it only refers to rules regarding managing poolside at National meets
- Laws and Compliance (May 2023)
- Financial Management (April 2023)
- SCWC Records Policy (May 2023)
- Advisory Committee (July 2023)
- Board Charter (July 2023)
- Health Safety and Wellbeing (Aug 2023)- Our new Health and Safety one stop shop page is live on the website
- Technical Suit (Sep 2023)

Most policies are needing review- each Board member will take on two polices each to review, then bring any changes and points of discussion back to the Board for consideration.

15. Committees- Advisory

Technical Committee

Last meeting held at the Vikings meet- nothing new to report

Events Committee

Events Committee notes from meeting held on Friday 18th August

at Joe's Garage, Upper Riccarton

Present: Christine Cassin, Nicola Catchpole, Alex Drury, Jeanette Wright and Fiona Campbell

Apologies: Ben Close

South Islands feedback – Fiona had a few comments re South Islands Short Course. It was a good meet but she requested a few changes for next year:

- Could the points only go down to the amount of swimmers in the finals? ie. if it's a 10 lane pool the points go to 10th place and in an 8 lane pool to 8th place. Having points to 16th place meant they had to be entered manually which was quite challenging especially for the Sunday afternoon session.
- There was no scratching rule for the finals on the flyer so swimmers could scratch up to 30 minutes before the finals sessions started!!



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- The Regional Trophy does not say anything about the number of Clubs needed, eg. if there's only one club entered from a region with a couple of swimmers it does skew the figures.

Covid – as all restrictions due to Covid have now been removed we can remove the paragraphs from our flyers.

Memorial Meet – the flyer and MM file are done and will be sent to Debbie shortly.

Coaches Invitational/SCWC Regional meet – this meet will go ahead at the end of January 2024 but will be run by SCWC, ie. Debbie and the Events Committee. Fiona will work on the flyer and MM file.

NZ Short Course – the date has been announced as 20-24 August 2024 so we will need to move the Timaru meet. One idea was to move it to the same weekend as NZ Secondary Schools as it doesn't cater to the same swimmers but we need to discuss with Timaru Swim Club.

Relays at Club meets – We are hoping that 4 x 100m events will be picked up by Clubs rather than asking them to do them. Wharenui will be having a 4 x 200m freestyle, Open age group only. Nicola said Jasi may do something as did Alex re Waitaha. So this is still a work in progress.

Jasi Xmas Cracker date – this is still not definite as there are LC regional meets on all 3 weekends in December which Clubs may want to send their swimmers to. It is not possible to change their bookings, eg to the Memorial meet weekend. It was suggested they should approach the Board to see what their thoughts were on swimmers attending meets out of region when there is a meet on in Canterbury.

Equipment –

Alex is working on the pads at Selwyn this week – 5 of the spare touchpads at Selwyn have been fully fixed (slats) and another will be fixed tomorrow (faulty connector). Two further pads could be fixed with some new slats (we are out of black), and one is now a shell and is most likely beyond economical repair (used for spare parts for the other pads).

I would like to suggest that we ask Debbie to get a quote for some additional black slats to fix the other two – we would need 12 plus a few more spares so I suggest getting a quote for 20.

- The scoreboard works well when plugged in with cables to Quantum and the power.
- We need to get some brackets for the pads at Selwyn – we will get a quote for possible ideas so we can get it moving.

New Committee – Fiona has to step down from the Committee as did Dave Prattley. Dave was replaced by Ben Close who has applied to formally join the Committee and been accepted. We had no other applications but the Committee is happy to continue with 5 members. Fiona is happy to help out if needed.

The SCWC Board proposed that a recommendation be sent to the SCWC Events Committee, that Fiona be co-opted back onto the committee for the 2023/2024 season.

Moved: Simon

Seconded Holly

Carried

Next meeting - It was suggested the next meeting would be on Wednesday 27th September at 12 noon

Awards Committee



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Nominations are open for Annual Awards. Nick and Wills have been confirmed as MC and speaker respectively. Trophies need to be finalized and ordered in the next couple of weeks.

Metro Sports Facility Committee

No report to table

16. Marketing

- XLR8 Page + Badges- The page is nearly finalised, just waiting on feedback from the coaches group as to what they want to see included in the “how to” information. Badges can be ordered from the same supplier as Waikato use with our colours and logo
- Continued feedback on website

Follow up Items from Previous Meetings	
<p>SCWC Squad Pathways- XLR8 Programme The interface has been completed. Debbie and Quinton will work on getting the intro page set up, with input from the coaches. Coaches will need to decide how they want the programme promoted to the members then the page will go live.</p> <p>Annual Awards Gold and Platinum Squad members will receive a complimentary ticket to the awards evening and their coach Prizes have not yet been finalised, however the proposal currently is that there will be trophies for annual award recipients , plaques and framed certificates for platinum squad members, framed certificates for gold squad members, certificates for silver and bronze squad members We would ideally like to have the list of squad members and award recipients in hand by the first week of October at the very latest, to allow time to organise engraving, printing and communicating to the nominated squad swimmers, who have achieved selection to squads, and advising those who are entitled to a free ticket, well in advance.</p>	<p>Debbie/Quinton</p>
<p>REMINDER- Law changes for Incorporated Societies- Holly advised we would need to revisit the Constitution- this will hopefully be addressed by the Swimming New Zealand Constitutional Review Committee. the new constitution in line with the law changes needs to be adopted by SCWC and registered with Incorporated Societies by the final deadline of March 2026. Sport NZ are working on some generic templates around this for both NSO + RSO in all sports. At the latest regional chairs meeting there was discussion in regard to regions coming into line with SNZ & there was support from SNM, AKL, Otago, Manawatu also for this. Ideally all regions would be in agreeance to this by the AGM. SNZ will put together a timeline so this process keeps moving. It appears that clubs have more to change constitutionally that most regions.(This will remain in the minutes until we get a little closer the deadline)</p>	<p>Holly</p>
<p>The SNZ AGM will likely be held on 24 Sept 2023 (Sunday) in Wellington- SNZ to fund 1 x member per region travel & 1 night accommodation if necessary. They are wanting to hold a workshop either 9.30am-3pm/11-4pm with the AGM following straight after, to discuss things like Regional governance,</p>	<p>Rhys</p>



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regions viability, possible mergers etc. in more depth. Rhys will be attending	
<p>SCWC Participation Assistance This funding is available to all members who are named to an international team <u>and</u> represent New Zealand and our region on the international stage. The funding amounts have not been reviewed in several years. The SCWC Board moved that Participation Assistance across all categories be increased by 300% per category/event from 1st September 2023. Any categories/events not listed on the form will be funded at the SCWC Board's discretion.</p> <p>Moved: Simon Seconded: Rhys Abstain: Richard</p>	Board
<p>It was proposed at a previous meeting that SCWC could adopt charging a per entry fee at regional meets for specific purposes, such as SCWC squads funding, with the ultimate goal to make the squad structure self-funding. No workings can be put forward for this until a proposal with costings is provided by the Coaches Group.</p> <p>The fee would per swimmer as a meet entry fee and would be non-refundable.</p> <p>A determination will be made once the budget has been received from the Coaches Group to see what the most viable option is, then consultation will go out to our affiliated clubs to seek feedback on the proposal.</p>	Board

General Business	
<p>Election of Chair and Vice Chair Simon thanked the Board for all their support as he step down from his role as Board Chair, all present acknowledged all the wonderful work Simon has done and the new chair will be leaning on him for guidance.</p> <p>Simon nominated Richard James for the position of SCWC Board Chair. Richard accepted the nomination. There were no further nominations Moved: That Richard James be the SCWC Board Chair for the 2023/2024 season Moved: Simon Seconded: Rhys All in favour</p> <p>The members of the SCWC Board acknowledged the huge contribution made to the Board and the region by Kim Berquist during the 6 years as a member of the Board and more recently as it Vice Chair. Richard nominated Rhys Pryde-Wall to the position of SCWC Vice Chair. Rhys accepted the nomination. There were no further nominations. Moved: That Rhys Pryde-Wall be the SCWC Vice Chair for the 2023/2024 season Moved: Richard Seconded: Claire All in favour</p>	Board

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The meeting closed at 9:47pm

The next meeting of the SCWC Board is to be held on 16th October 2023

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