



NZSCTA Minutes 13 March 2018, 8pm, Tele-conference call

- 1. Attendance:** Nevill Sutton (Chair), Susan Vogel, Michael Weston, Pam Berry-Mason, Todd Mason, Frank Tourelle, Henrietta Latham
- 2. Apologies:** Daniel Fulton, Sarah Clarke, Michael Western

Welcome: Thanks to all who are attending this evening.

3. Previous Minutes 11 February 2018:

Action Items from previous minutes:

ASTA Application Form: Sent for review to the Board.

Follow up on non-members: Slowly getting through the list of un-financial members.

DP – Financials: NS has followed up and now HL will follow up with Accountant.

SNZ Invitation to attend Awards dinner: Thanks, from the Board for the invitation to attend the Awards Dinner, with Steve Johns and Maggie McKee confirming their attendance.

Moved that minutes of Feb 11 Meeting be accepted:

Moved: NS/PBM

Carried

4. Finances

- Overview of the current membership, numbers of those registered, those who have not registered.
- Div II – only 2 Premium Coaches who have not registered with SNZ or NZSCTA. SNZ Rachael Goodall will follow up registration with Clubs.
- HL expressed concern at that Invoicing to SNZ for membership fees is done monthly. This isn't good for cash flow and HL to have a discussion with SNZ on this matter.
- Request to SNZ to open the 13 regions up to NZSCTA EO to do own reports has received a favourable response. Next steps are to be discussed with Andy Kent.
- Roll over the membership and invoice on an annual. Initial email sent to Steve Johns and Peter Carroll in an endeavour to reduce the additional workload for SNZ. Favourable response from Steve Johns and a discussion will take place shortly. HL/NS to discuss with SNZ.
- Card printer – received and working, has held the processing side of registrations
- Smart Payroll – started today
- Funding – 2 applications submitted. NZCT for \$18,200 as 50% of salary and Pelorus Trust \$317.00 for equipment for conference.

Action Items

- ✓ Follow up with Accountant on financials 2016-17

Moved to accept the financial report:

Moved: SV/NS Carried

5. Presidents Report

- **ASCTA CEO** Brendan Ward will attend the Conference this year, however unable to attend the whole Conference
- **TOCS Update** - Prize \$33A via ASCTA in Australia
- **Complaints** – Update given and further up to follow. Some attempt to contact person concerned
- **Monthly Newsletter** - Sarah Clarke will come on Board
- **Feedback** – positive feedback dealing with new EO



- **Board Meetings** – Tuesday being the best day, conference calls will now be held on a Tuesday evening.

Action Items

- ✓ Invoicing for sponsorship - Michael for Major Sponsors and Dan for trades, please send through to HL for invoicing
- ✓ Payment Terms should be made clear on the base of the invoice; payment prior to start of conference.
- ✓ NZSCTA Board Members; is there an opportunity to attend National Meets on pool deck. HL to follow up with SNZ
- ✓ Dates for Brendan Ward visit to Susan please. NS to follow up.

Moved to accept the Presidents report:

Moved: NS/FT Carried

6. Portfolio Reports

Branding, Partnerships and website:

Nothing to report

Website & Magazine:

Nothing to report

Events and Competition Pathways:

- Rename the Div II competitions – change wording to reflect a better level of competition
- Remove the following events from Div II qualifying criteria– 100IM or 200IM
- Juniors to retain and swim a 100IM meet, and must be swum
- NAGS 12 & 13 – Coaches to be asked if we need to 12-year olds at NAGS
- Feedback to Todd prior to Face to Face meeting at NAGS
- Todd to contact AK on a weekly basis

Moved to accept the Events report:

Moved: TM/SV

Carried

Action Items

- ✓ Feedback to Todd on any concerns surround the Events Committee prior to F2F meeting at NAGS with SNZ
- ✓ Todd to make contact with SNZ Andy Kent on a weekly basis

Conference:

- Life Members invitation where are we at with these?
- Sarah Clarke – approached to assist with Trades as Daniel is away
- Hilton Brown – 14/15 people to attend 2 day and Awards, and looking for additional incentive as VIP Board members please registered
- Board members please register - password **BOARD**
- Buses required for transporting to pool, could be a funding opportunity. 2 quotes required for this and must do this week for consideration.



Moved to accept the Conference report:

Moved: SV/PBM

Carried

Action Items

- ✓ Quotes for funding of buses at conference SV/HL

Trades, SNZ and Accreditation:

Trades via email: DF is up to date with trades, 8 confirmed including sponsors. SNZ and Amotto Consulting yet to confirm.

SNZ Liaison:

2 further SNZ staff leaving the education side of SNZ. Concerns raised that these people may not be replaced.

Teacher Education:

Nothing to report

Health & Safety:

Health & Safety: This role needs to be covered off. Discussion at next meeting.

Action Items

- ✓ Any further suggestion regarding Trades or Sponsorship please contact Daniel
- ✓ Gary Martin follow up as to letters out – NS to follow up

7. General Business

- Youth swimmer criteria for selection – constant changes making it difficult for Coaches, swimmers and families to make decision on where they should go. All selections are currently based on availability and submission of the necessary paper work. It is felt that NZSCTA Selection Criteria needs some Coaches influence when selecting teams. Suggest this issue is addressed at Face to Face meeting at NAGS.
- Request from SNZ to consider another super-numeri (partly funded) HL to go back with some questions around the approach.

Next Meeting:

Zoom conference call: 10 April at 8pm

Next Face to Face at Conference Tuesday 24 April 2018 at 10am, in Auckland

Meeting closed:

9.00pm

Signed as a true and accurate record: _____

Dated: _____