



NZSCTA Minutes 24 April 2018, Face to Face, 11am

Attendance: Nevill Sutton (Chair), Susan Vogel, Michael Weston, Pam Berry-Mason, Todd Mason, Frank Tourelle, Henrietta Latham (EO)

Apologies: Daniel Fulton, Sarah Clarke

Previous Minutes:

February minutes approval

Moved: NS/SV

Carried

13 March Meeting:

Action Items from previous minutes:

- Follow up with Nick Anderson, Target Accounting
- Invoicing for Sponsorship
- Invoicing changed to reflect payment terms
- Dates for Brendan Ward visit
- Regular contact with AK SNZ
- Funding quotes – buses, Salary – both declined
- Life Members all invited

Updates given and moved that minutes of Mar 13, Meeting be accepted:

Moved: SV/ MW

Carried

Finances:

P & L, Balance Sheet & Budget: overview of Finances moving forward. Discussion on costs such as Police Vetting etc., and the over-riding benefits to LTS programmes to Vet staff.

Discussion on membership and security surrounding Coaches and Teachers. Agreed that there must policies in place. Due process needs to be clear, straight forward, concise but accessible.

Moved to go into Committee: 11:48am

Moved to come out of Committee: 12.23pm

Action Items

- ✓ Australia Safe Sport Report 29 July 2016 – request to use as a template
- ✓ Review of the Complaint procedure
- ✓ Suggested amendments to the membership form

Membership

We currently have the following membership:

Premium Coaches	190
Associate Coaches	50
Professional Teachers	89
Voluntary Teacher	0
Site Members	24
Life Members	<u>12</u>

Total Membership Numbers 341

10 Premium and 13 Associate Coaches, still working pool side and not financial



Action Items

- ✓ Events Committee approach regarding Coach registration
- ✓ Bronze and Silver certificates to be replaced. HL to obtain from Donna

Moved to accept the financial report:

Moved: NS/ MW

Carried

President Report:

Education (Protecting Teacher Title) Amendment Bill – discussion on the proposed bill and the effects on our organisation.

MoU completed and signed off, with a primary view of working collaboratively moving forward.

Action Items

- ✓ Follow up with Parliament NS
- ✓ Implications on our organisation and the requirements
- ✓ MoU - work plan needs be developed moving forward, congratulations go to Michael Weston for seeing this over the line. Weekly feedback once discussions begin

Moved: NS/TM

Carried

Portfolio's

Strategic:

MW has worked on a Strategic Plan for the Board. The Board acknowledged the work done by Michael Weston around the MoU and Strategic Plan.

Recommendation for the Board to accept the Strategic Plan as submitted.

Moved: PBM/SV

Carried

Action Items

- ✓ MW to complete the final version and then up on the website

Events Committee update:

- Events discussion – meeting at NAGS. Concerns – re interviewing and medal presentations, made for a long meet
- Concerns raised to the amount of room on pool deck during warm up and meet. Concerns expressed to TAC
- Other feedback from Coaches; NZSC flier not up. Qualifying times required by Coaches
- Gary Francis attended and provided some good feedback from Events
- Review of events and calendar structure moving, some good idea's but some constructive discussion with Coaches, SNZ and TAC need to occur

Action Items

- ✓ TM to write up discussion points held at NAGS Coaches Meeting and circulate



Conference Update:

- Eventbrite has been a learning curve and somethings will need some adjustment.
- Feedback request from members
- Presdo App is now active
- Trades – question on clarity exclusivity of sponsorship agreements
- List of contacts and approaches to market the Conference
- Trophies and awards discussion
- Dates for next year's conference; 31 July -3rd Aug in Wellington

Moved that the date for 31 July – 3 August 2019

Moved: SV/MW Carried

Complaints:

Discussion in committee.

Funding:

Lion Foundation and NZCT have declined our applications for funding however have invited us to re-apply

Action Items

- ✓ Application for funding of \$30,000 as salary for the Executive Officer

Moved: NS/MW

Carried

General Business:

- Calendar Meeting: Face to face meetings are more productive, and to look at Saturdays 6-7 per annum. HL to draw up a Calendar
- Clive Rushton Literature – there may be an opportunity to hold and supply. Awaiting further information
- Child Advocate – next steps will come from assistance from Australian Swimming guidelines, NS to follow up
- Awards Committee – Gary Martin, Hilton Brown, John Beaumont. Going forward we need to ensure that the guidelines in the Constitution is followed

Action Items

- ✓ NL to follow up Child Advocate brief
- ✓ Next Meeting: Look at the structure of the Awards Committee for next meeting

Next Meeting: Confirmed after AGM Saturday morning.

Meeting closed: 3.51pm

Signed as a true and accurate record: _____

Dated: _____