

# **Coast & Valley Swimming Association Inc. Minutes-Management Committee Meeting**

## **Edgeworth Bowling Club 19 February, 2013**

Meeting opened at 7.09pm with David Hinds in the Chair

### **1. ATTENDANCE**

David Hinds                  David Richards                  Jenny Schwetz                  Patricia Roberts                  Russell Waugh  
Tom Davis                  Norm Roberts                  Ian Johnson  
Jarrod Anthony    NSW Development Officer

- 2. APOLOGIES:**        Matt Frith Michele Burley-Jones. Moved David Richards 2<sup>nd</sup> Tom Davis that apologies be accepted. Carried

- 3. CONFIRMATION** - Minutes of previous meeting:  
Moved Norm Roberts 2<sup>nd</sup> Russell Waugh that the minutes of the previous meeting are a true and correct copy. Carried

### **4. BUSINESS ARISING** from the minutes

- 4.1. Payment options for accredited Technical Officials working as CVSA meets- held over until after next Technical Committee meeting-date to be advised
- 4.2. Budget estimate tabled by sub-committees. Moved Russell Waugh 2<sup>nd</sup> David Richards that Budget estimate be approved. Carried
- 4.3. Management shirts – David Hinds-in progress
- 4.4. Point score-CVSA championships. Clarification for by-laws: If a swimmer sets both a CVSA record and a NSW record the total number of points awarded will be 15 points (i.e . 5 points for CVSA record & 10 points for NSW record)

### **5. CORRESPONDENCE:**

#### **5.1. INWARDS**

- 5.1.1. Email: Neil Keele re meeting date for joint Masters CVSA swim meet proposal-fwd: David Hinds
- 5.1.2. Email: Swimming NSW-invoice ETE hire-fwd: Treasurer
- 5.1.3. Email: Swimming NSW re December registration fees remitted
- 5.1.4. Email: Swimming NSW re feedback from Presidents meeting
- 5.1.5. Email: Renae Deamer re progress to date ion CVSA championship incident
- 5.1.6. Email: Charlestown SC re time Trials
- 5.1.7. Email: Kincumber Pacific Dolphins-application - winter
- 5.1.8. Email: PR Design- invoice
- 5.1.9. Email: Raymond Terrace SC re incident at CVSA championships
- 5.1.10. Email: Matt Storey Foundation- receipt

#### **5.2. OUTWARDS**

- 5.2.1. Email: Swimming NSW- 2012 Development report
- 5.2.2. Email: Coalfields SC re approval of swim meet
- 5.2.3. Email: Belinda Boon re Swim wear ruling
- 5.2.4. Kincumber Pacific Dolphins-letter and cheque for catering costs

- 5.2.5. L Cerniauskas- refund
- 5.2.6. Email: Charlestown SC re time trials
- 5.2.7. Email: Raymond Terrace SC re incident CVSA championships

Moved Tom Davis 2<sup>nd</sup> Ian Johnson that correspondence inwards be dealt with as read and correspondence outwards be approved. Carried

5.3. Business Arising from Correspondence:

- 5.3.1. Date for meeting re joint Masters/CVSA swim meet- date still to be set-David Hinds to liaise.
- 5.3.2. NSW have advised that winter speedo will remain as Option 1 (heats only) this year and reviewed at the completion of the meets. Running of this event is optional. Moved Russell Waugh 2<sup>nd</sup> Tom Davis that final reminder be sent to clubs and that if no club applies to host this event for CVSA, it will be cancelled. Carried
- 5.3.3. NSW have extended the time for comments on the B and C Squad meet proposal

## 6. REPORTS:

6.1. **Treasurer** – Trish Roberts

Report tabled –copy attached.

6.1.1. Accounts approved for Payment

|                |   |           |
|----------------|---|-----------|
| Swimming NSW   | ETE hire-LC Championships                               | \$290.00  |
| David Richards | Reimbursement- computer purchase                        | \$654.00  |
| Russell Waugh  | Reimburse program printing – Speedo heats               | \$203.09  |
| Russell Waugh  | Reimburse tent hire (Prestige Party Hire) –Speedo heats | \$909.40  |
| Charlestown SC | Share of program sales                                  | \$137.00  |
| Swimming NSW   | Speedo Sprint entries & merchandise                     | \$1798.00 |
| PR Design      | Swim Caps   | \$1591.20 |
| Jenny Schwetz  | Reimbursement- printing & stationery                    | \$613.00  |

Moved Trish Roberts, 2<sup>nd</sup> David Richards that reports be accepted and accounts approved for payment. Carried.

6.2. **Competition Committee/Registrar** – Russell Waugh

- 6.2.1. Reminder re host club for winter Championships and winter speedo has been sent to CVSA clubs . Moved Russell Waugh 2<sup>nd</sup> Ian Johnson that KPD be approved as host club for CVSA SC championships. Carried.
- 6.2.2. Draft championship program to be reviewed by competition committee

- 6.2.3. Team for Speedo finals has been organised
- 6.2.4. CVSA Development Meet (Wyong)- Russell Waugh to liaise
- 6.2.5.

Moved Russell Waugh 2<sup>nd</sup> Ian Johnson that report be accepted. Carried

### 6.3. **Selection & Development Committee** – Tom Davis

Minutes of January & February meetings tabled-copy attached.

Moved Tom Davis 2<sup>nd</sup> Russell Waugh that minutes be accepted. Carried

- Development squads – 200 swimmers have applied by closing date  
3 MC swimmers have applied
- Moved Tom Davis 2<sup>nd</sup> Russell Waugh that Narelle Murphy be approved as Team Manager for Speedo Finals tea. Carried
- Development Squad payments to be reconciled by Treasurer
- Moved Ian Johnson 2<sup>nd</sup> Norm Roberts that Area Development plan be approved and forwarded to Swimming NSW. Carried
- MoU with CCAS to be reviewed
- Moved Norm Roberts 2<sup>nd</sup> Ian Johnson that Coach Scholarships for 2013 be awarded to Tom Davis & Michael Tatolli. Carried.  
Congratulations to these applicants

### 6.4. **ATSC Convenor** – Norm Roberts

- No meeting held this month.
  - Dinner arrangements are progressing
  - Arranged Training Day – 9<sup>th</sup> March, 2013 – Edgeworth Bowling Club
    - 9am – 11am Timekeeper/Chief Timekeeper
    - 11.30am – 1.00 pm Marshall/Check Starter
    - 1.00 pm– 2.30pm Starter
- Email to be sent to clubs and members with a request for numbers attending

Moved Norm Roberts 2<sup>nd</sup> David Richards that report be accepted. Carried.

### 6.5. **Development Officer** – Jarrod Anthony

Report tabled-copy attached

Information guide presentation for CVSA Swim clubs and their members at

- Mingara One 20/2/13
- Maitland City Bowling Club 25/2/13
- Edgeworth Bowling Club 28/2/13.

Noted that clubs and individual members have been emailed; follow-up phone calls have been made to clubs and has advertised on CVSA website.

E Squad itinerary finalised- to be emailed.

Moved Trish Roberts 2<sup>nd</sup> Russell Waugh that cost of \$12.00 per person for SOPAC tour be covered by CVSA for registered members. Carried

Moved David Richards 2<sup>nd</sup> Russell Waugh that Tom Davis be allowed to defer his coaching scholarships for 12 months. Carried

Moved Ian Johnson 2<sup>nd</sup> Norm Roberts that report be accepted. Carried.

Moved Trish Roberts 2<sup>nd</sup> Ian Johnson that CVSA clubs holding swim meets be requested to allocate a page of their program to CVSA for advertising Development or other information. Carried

#### 6.6. **Property Officer**- Ian Johnson

No report

#### 6.7. **Publicity Officer** – Michele Burley-Jones

No report

#### 6.8. **Web Administrator** –Matthew Frith

Updates performed up to 12<sup>th</sup> February 2013.

- Have loaded the December 2012 and January 2013 Management Committee Minutes, located under Resources/Area Minutes tab.
- Have loaded the Development and 'Other' Development documentation, located under the Development tab, News and What's New areas.
- Have loaded the CVSA 2013/14 Seasonal Calendar, located under News and the Resources tab.
- Have loaded the profile on Gordon Ferguson, located under Stories.
- Have loaded the documentation on how Clubs can gain future funding, located under News.
- Have loaded the 2012 CVSA Summer Championship Meet Report, located under News.

Am continually maintaining and clearing out all 'non live' documentation

Moved Ian Johnson 2<sup>nd</sup> David Richards that report be accepted. Carried .

## **7. GENERAL BUSINESS:**

- 7.1. Moved Ian Johnson 2<sup>nd</sup> Russell Waugh that purchase storage box for development shirts & caps be approved. Carried
- 7.2. Ratified email decision to purchase CVSA swim caps
- 7.3. Committee dinner pricing– Trish Roberts-for consideration at next meeting
- 7.4. Purchase of outdoor shelters – Ian Johnson & Russell Waugh to investigate pricing and supplier options for discussion at next meeting.

Jarrold Anthony left the meeting at 8.55pm.

- 7.5. Ratified printing of Information guide
- 7.6. Progress on CVSA championship incident- letter has been sent – David Hinds to follow up

**8. MEETING CLOSED** 9.10pm

**9. NEXT MEETING: Tuesday, 19 March, 2013-7.00pm-Edgeworth Bowling Club**

PRESIDENT: David Hinds

SECRETARY: Jenny Schwetz

## COAST & VALLEY TREASURERS REPORT AS AT 1 FEBRUARY 2013

### **FORWARD**

**\$43,407-61**

### **INCOME**

|                   |           |
|-------------------|-----------|
| 31/12 Interest    | 22-51     |
| 24/1 Area fee     | 354-00    |
| IMG sport         | 2157-30   |
| C/ship entry fee  | 35-00     |
| Development squad | 340-00    |
| TOTALS            | \$2908-81 |

**2908-81**

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**\$46,316-42**

### **LESS EXPENSES**

|                            |           |
|----------------------------|-----------|
| Chq no 253 N Roberts       | 39-26     |
| No 266 N Roberts           | 96-00     |
| No 267 O Moody             | 100-00    |
| No 268 cancelled           |           |
| No 269 Ncle Embroidery     | 492-00    |
| No 270 M Storey Foundation | 750-00    |
| No 271 D Hinds             | 77-00     |
| No 272 Cash reserve a/c    | 10,000-00 |

**TOTALS** **\$11,554-26**

**11,554-26**

**BALANCE AS PER STATEMENT NO 42**

**\$34,762-16**

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**Unpresented chqs:** No 242 \$50 SNSW    NO 251 \$31.20 PURNELLS    NO 252 J SCHWETZ \$62  
NO 255 \$89-26 D HINDS    NO 257 \$100 SNSW    NO 261 \$20.10 N MURPHY  
NO 273 \$500 KPD CLUB    NO 274 \$40 L CERNIAUSKAS

**CASH RESERVE ACCOUNT \$56-16 INTEREST \$10,000 DEPOSITED = \$31,521-07**

**TERM DEPOSIT ACCOUNT = \$22,475-48**

**Invested for 12 months @ 4.6% due 12<sup>TH</sup> July 2013**

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**SIGNATURE**

Coast & Valley Swimming Association Inc.  
[MONTH] Minutes-Management Committee Meeting

**DATE**

# Coast & Valley Swimming Association Inc. Minutes-Selection & Development Committee Meeting

15 January, 2013  
Edgeworth Bowling Club.

Meeting opened 5.30 pm with Jarrod Anthony in the Chair

## 1. ATTENDANCE

Narelle Murphy

### Visitors

David Hinds

Jenny Schwetz

Jarrod Anthony SNSW Development Officer

2.

**POLOGIES:** Tom Davis, Belinda Boon  
Moved Narelle Murphy 2<sup>nd</sup> David Hinds that apologies be accepted. Carried.

3. **CONFIRMATION** - Minutes of previous meeting:  
Moved Narelle Murphy 2<sup>nd</sup> David Hinds that the minutes of the previous meeting are a true and correct copy. Carried.

4. **BUSINESS ARISING** from the minutes

Nil

5. **CORRESPONDENCE:**

Nil

## 6. GENERAL BUSINESS:

6.1. Review 2013 Applications/Review procedure

6.1.1. Development stand at CVSA championships was well received.

6.1.2. Application form reviewed and modified

6.1.3. Next year advertise stand to clubs one (1) month before championships

6.1.4. Current list of swimmers – list reviewed – noted only cash payments have been noted on spreadsheet to date.

6.1.5. Development email address- check with Tom Davis on who will respond to queries.  
Noted that there is a generic response for incoming email applications

6.2. Development Activities

6.2.1. Reviewed & approved Draft Development activities. D Squad dates still to be confirmed.

6.2.2. Head Coach – Adam Beisler – recommend to Management Committee for approval

- 6.2.3. A, B, C, D & Other squad
- 6.2.4. Bus hire quotes – Port Stephens Coaches & Sid Fogg
- 6.2.5. Venue – Jarrod Anthony to seek sponsorship from Newcastle Uni
- 6.2.6. Coach Development Scholarship –application close 1<sup>st</sup> February, 2013 – no applications received to date

### 6.3. Administration/Logistics

- 6.3.1. 2012 funding report received from Peter Reinhard- copy sent to Management committee
- 6.3.2. Budget Estimate for Expenditure for squads to be finalised for next Development Committee meeting-Tom Davis & Jarrod Anthony
- 6.3.3. MoU – CCAS & CVSA to be reviewed by Jarrod Anthony
- 6.3.4. Apparel
  - 6.3.4.1. Narelle Murphy to hand apparel items to squad members
  - 6.3.4.2. Number of swim caps -in stock
    - to be ordered-quote to be obtained by Narelle Murphy by next meeting
  - 6.3.4.3. Shirts for A Squad – Jarrod Anthony has obtained quote from Onya; Narelle Murphy to obtain quote from Newcastle Embroidery by next meeting. Shirts to have "CVSA" printed in white lettering – no logo
  - 6.3.4.4. Recommend to Management committee for funding for A Squad shirts
  - 6.3.4.5. B and C Squad shirts – Narelle Murphy to advise stock on hand at next meeting;
  - 6.3.4.6. D Squad shirts – blue T shirt with printed "CVSA" in white lettering. NO logo to be included
  - 6.3.4.7. Other Squads- letter to be sent to clubs and generic email to be sent to CVSA members. Closing date for applications -15 February, 2013
  - 6.3.4.8. Recommend to Management Committee that fee for this squad be set at \$10.00 & includes supply of T shirt
- 6.3.5. Ongoing Promotion of Development Squads
  - 6.3.5.1. Website needs updating
  - 6.3.5.2. CVSA coaches
  - 6.3.5.3. Others – generic email reminder to be sent to CVSA members re closing date for A,B,C,& D squads on 1<sup>st</sup> February, 2013

## **7. MEETING CLOSED 6.38 pm**

## **8. NEXT MEETING: Sunday 3<sup>rd</sup> February,2013-Edgeworth Bowling Club-9.00am**

CHAIRMAN: Jarrod Anthony

SECRETARY: Jenny Schwetz



# Coast & Valley Swimming Association Inc. Minutes-Selection & Development Committee Meeting

**3 February, 2013**  
**Edgeworth Bowling Club.**

Meeting opened 9.00am. Jarrod Anthony was appointed Chairman in the absence of Tom Davis.

## **1. ATTENDANCE**

Narelle Murphy      Belinda Boon      Peter Reinhard  
**Visitors**      David Hinds      Jenny Schwetz  
Jarrod Anthony      SNSW Development Officer

**2.**

**POLOGIES:** Tom Davis, Adam Beisler  
Moved Belinda Boon 2<sup>nd</sup> Peter Reinhard that apologies be accepted. Carried.

**3. CONFIRMATION** - Minutes of previous meeting:  
Moved Narelle Murphy 2<sup>nd</sup> David Hinds that the minutes of the previous meeting are a true and correct copy. Carried.

- 4. BUSINESS ARISING** from the minutes
- 4.1. Current list of swimmers – 185 applications to date. Moved Peter Reinhard 2<sup>nd</sup> Belinda boon that closing date be extended to 15 February in line with "Other Development Initiative"  
Carried
  - 4.2. Designated email address – confirmed that tom Davis and Jenny Schwetz to respond
  - 4.3. Number of shirts and caps in stock
    - 4.3.1. Shirts – 17 – use for B & C squad
    - 4.3.2. Caps – 96 old style (for Speedo) / 69 new style ( for Dev Squad)
  - 4.4. Confirm coach company hire for March trip. Moved Narelle Murphy 2<sup>nd</sup> Peter Reinhard that quote from Sid Fogg be accepted.
  - 4.5. Venue sponsorship for CVSA squads – decision pending

## **5. CORRESPONDENCE:**

Nil

## **6. GENERAL BUSINESS:**

- 6.1. Development activities – well advanced. Some presenters still to be confirmed.
- 6.2. Logistics –

- 6.2.1. A, B, C, D & Other Squad – Payments to be confirmed with Treasurer after applications close. Email to be sent to those applicants who have not paid reminding them of this obligation.
- 6.2.2. T shirts- blue with white "CVSA" lettering.
- 6.2.3. Speedo finals – Team Manager. Moved Belinda boon 2<sup>nd</sup> Peter Reinhard that Narelle Murphy be appointed. Carried
- 6.3. Proposed expenditure for 2013 squads – Approved budget estimate for acceptance by Management Committee. Budget to be submitted to Swimming NSW by 1 March for funding.
- 6.4. Swimmers with Disability – placement within a squad will be dependent upon swimmers ability
- 6.5. Ongoing promotion for Development Squads – Moved Peter Reinhard 2<sup>nd</sup> Narelle Murphy that a promotional flyer to be inserted into every Club swim meet program and uploaded onto CVSA website. Carried
- 6.6. B and C Squad update- Out of Area Meet. Swimming NSW has granted an extension for areas to 1 March 2014
- 6.7. Coach Development Scholarship – applications close 1 February, 2013. Two applications received – recommendation to be submitted to Management Committee
- 6.8. Moved Narelle Murphy 2<sup>nd</sup> Belinda boon that a crate be purchased for storage of shirts and caps. Carried
- 6.9. CVSA caps to be ordered. Jarrod Anthony to follow up.

**7. MEETING CLOSED 10.09 am**

**8. NEXT MEETING: via email after 15 February, 2013**

CHAIRMAN: Jarrod Anthony

SECRETARY: Jenny Schwetz

1. **CVSA Information Sessions February 2013 - THREE Locations 7pm** – CVSA information guide will be issued and presented CVSA Swim clubs and their members at ***Mingara One 20/2/13, Maitland City Bowling Club 25/2/13 and Edgeworth Bowling Club 28/2/13.***

Swim clubs and members can attend any location and advise the CVSA secretary [swim.coastandvalley@gmail.com](mailto:swim.coastandvalley@gmail.com) or [jarrod.anthony@nsw.swimming.org.au](mailto:jarrod.anthony@nsw.swimming.org.au) of their preferred location. Information will be presented by the SNSW Development Officer and CVSA Management Committee.

2. **ENCOURAGEMENT DEVELOPMENT SQUAD ACTIVITY - Date** – Friday 15<sup>th</sup> March 2013 CVSA to provide coach – **Numbers are limited.** Cost is \$10 per member, which includes T – Shirt **Closing date for applications is 15 February, 2013.**

**Criteria** – Members who didn't qualify for CVSA Championships in 2012

**Target Group** – Development swimmers (must be registered with a Coast and Valley swimming club)

Applications can be made by email to [cvsadevelopment@gmail.com](mailto:cvsadevelopment@gmail.com)

**Itinerary – Times and pick up points to be confirmed**

- Depart – Mid Morning Multiple stops (TBC)
- Arrive – Early Afternoon
- Pool Session – Early afternoon
- Lunch - After pool session
- Tour of NSWIS / SOPAC facility – late afternoon
- Dinner – Before Finals Commence.
- State Open Finals - 6pm Start.
- Depart SOPAC - 7.30/8pm
- Home - around 10pm

3. **2013 CVSA Coaches Scholarship** - Congratulations to Michael Tattoli – Kincumber Pacific Dolphins and Tom Davis - Nelson Bay swim Club.

Michael has been coaching for the past several years, have numerous swimmers medal at Country and State Age Championships. Michael also was responsible for coaching the KPD to a top 10 placing in the JX awards.

Tom has been head coach at Nelson Bay swim club for the past 2 years. During this period Tom has successfully placed Taylor Corry to 2 Paralympic Silver medals and 4 world records in this time. Tom was also selected as a coach on the Paralympic Team 2012.

Nelson Bay Swim club finished 10<sup>th</sup> at NSW Country SC on the medal tally in 2012. This was a great achievement as the club had never had anyone compete at this meet before 2010.

Both Michael and Tom will travel to the Australian ASTCA Convention at the Gold Coast in May 2013 to complete is Silver coaching license.

4. **CVSA Development Squad Closed 1<sup>st</sup> February, 2013.** - All swimmers eligible for the CVSA development squads have receive an email confirming their positions in the CVSA squads.

***Squad members will be notified by email mid-May (after Open Nationals)*** with the squad they have successfully achieved and schedule activities. ***Squad lists will also be posted on Coast and Valley website.*** CVSA Development Squads are conducted between June and September each year.

5. **CVSA Proposed Budget 2013** –See attached. CVSA Development Plan due 1<sup>st</sup> March 2013.

**6. Swimming Australia Member Welfare Policy General Information and Procedures** - This is a reminder to all swim clubs and coaches to ensure that this information is passed onto club members and swimmers for education purposes particularly when attending swim meets or attending development activities. All policies can be found on the Swimming NSW website under 'Resources' – Policies.

Jarrold Anthony  
SNSW Development Officer