

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

Edgeworth Sport and Rec Club

Tuesday, 16 April, 2013

Meeting opened at 7.00 pm with David Richards in the Chair.

1. ATTENDANCE

David Richards Jenny Schwetz Norm Roberts Matt Frith Ian Johnson
Michele Burley-Jones

2. **APOLOGIES:** Russell Waugh, Jarrod Anthony, Trish Roberts, David Hinds, Tom Davis
Moved Michele Burley-Jones 2nd Norm Roberts that apologies be accepted.
Carried

3. **CONFIRMATION** - Minutes of previous meeting:
Moved Matt Frith 2nd Ian Johnson 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 at CVSA meets-ATSC meeting still to be held
 - 4.2. Date for meeting re joint Masters/CVSA swim meet – David Hinds to follow up
 - 4.3. Team Manager/Meet Manager course –in progress – Moved Norm Roberts 2nd Ian Johnson that letter be sent to members – date to be advised when numbers known. Carried

5. CORRESPONDENCE:

5.1. INWARDS

- 5.1.1. Email: Swimming NSW- fwd-code of conduct incident
- 5.1.2. Email: Tony Kirchner re online entries
- 5.1.3. Email: Swimming NSW- AGM notice & associated papers; forum notice
- 5.1.4. Email: Stephen Prince (NCC) re Recreation Review Strategy-fwd: President
- 5.1.5. Email Lakeside coach re winter speedo-fwd: Registrar
- 5.1.6. Email: Julie Jankovic re winter speedo-fwd: Registrar
- 5.1.7. Email: Sandra Baxter re winter speedo-fwd: Registrar
- 5.1.8. Email: Annalise Jennings re transfer of entry from Toronto meet (5th May) to St Mary's meet on 4th May)
- 5.1.9. Email: Deb Hamson re winter speedo-fwd: registrar
- 5.1.10. Email Renae Deamer re correspondence
- 5.1.11. Email: Swimming NSW re area registration fee remittance
- 5.1.12. Swimming NSW re unrepresented CVSA cheques for ETE deposits
- 5.1.13. Swimming NSW re B & C squad
- 5.1.14. Email: Swimming NSW re Winter Speedo: information sheet; convenor details; program; blank financial spreadsheet; MM & TM shell
- 5.1.15. Email: Mark Heathcote re Code of conduct incident-fwd: President
- 5.1.16. Email: Swimming NSW re Swimming Australia review documents(Culture & review into swimming)
- 5.1.17. Email: Novocastrian SC re winter speedo
- 5.1.18. Email: Dianne Pincott re winter speedo-fwd: Registrar
- 5.1.19. Email: Charlestown SC – meet application and program-fwd: Registrar

5.2. OUTWARDS

- 5.2.1. Swimming NSW- Affiliation payment & completed Directors' Liability Insurance information
- 5.2.2. Email: Kincumber Pacific Dolphins SC– host club for winter championships
- 5.2.3. Email: Macquarie Shores SC – host club for winter Speedo
- 5.2.4. Email: Swimming NSW-B & C Squad meet
- 5.2.5. Email: Swimming NSW re outcomes required
- 5.2.6. Email: Tom Davis re coaching scholarship
- 5.2.7. Michael Tattoli re coaching scholarship
- 5.2.8. Email: Renae Deamer
- 5.2.9. Email: Swimming NSW- request for review of format-Speedo finals
- 5.2.10. Email: Tony Kirchner re on line entries

Moved Ian Johnson 2nd Norm Roberts that correspondence inwards be dealt with as read and correspondence outwards be approved. Carried

5.3. Business Arising from Correspondence:

- 5.3.1. NCC Recreation Review Strategy – reply to be submitted by Jenny
- 5.3.2. Transfer of entry from Toronto meet (5th May) to St Mary's meet on 4th May – Russell Waugh to organise
- 5.3.3. Appointment of winter Speedo convenor. Moved Norm Roberts 2nd Michele Burley-Jones that Russell Waugh be appointed. Carried
- 5.3.4. Agenda items for SNSW forum to be submitted by 16 June.
- 5.3.5. Moved Norm Roberts 2nd Matt Firth that Summer Speedo finals format be sent as an agenda item for the State forum. Carried.

6. REPORTS:

6.1. **Treasurer** – Trish Roberts

Report tabled-copy attached. Moved Michele Burley-Jones that report be accepted. Carried.

- 6.1.1. Noted Cheque # 285 was written for \$74.00 but cleared by bank for \$874.00- awaiting refund by payee or correction of error by Bank
- 6.1.2. Moved Matt Frith 2nd Michel Burley-Jones that \$10,000 be transferred from the Cash Reserve a/c into another Term deposit or adding to the current term deposit. Carried
- 6.1.3. Minutes required for accountant.
- 6.1.4. Accounts approved for Payment

Nil

6.2. Competition Committee/Registrar – Russell Waugh

No report

6.2.1. The Woy Woy development meet on the 28/7/2013 has been moved to 30/6/2013. Updated program & TM entry file have been uploaded to website.

6.2.2. Approve “Entering Swim Meets” document (copy attached) with amendment and add to the Competition & Resources section of the CVSA website. Moved Michele Burley-Jones 2nd Ian Johnson. Carried

6.3. Selection & Development Committee – Tom Davis

No report

6.4. ATSC Convenor – Norm Roberts

6.4.1. TC Dinner – email reminder to be sent

Technical Officials dinner invitations have been sent out

Invitation sent to:

Pat Troy, President Swimming NSW-Apology

Mark Heathcote, CEO Swimming NSW-Apology

Jarrold Anthony, Swimming NSW/CVSA Development Officer

6.4.2. ASTC Workshop in Sydney (18/19 May)- Delegates are Narelle Murphy, Ian Johnson, Jenny Schwetz? Nomination from Management committee.

6.4.3. Training Report – no further training conducted this month. 3-4 accreditations completed. Further training to be conducted in 2-3 months

6.4.4. Country Regional meet to be held in Coast and Valley; New England & North West; and Southern Areas. Moved Norm Roberts 2nd Matt Frith that Meet Director and Venue be appointed. Carried.

6.5. Development Officer – Jarrod Anthony

Report tabled-copy attached

Moved Norm Roberts 2nd Michele Burley-Jones that report be accepted. Carried.

6.6. **Property Officer-** Ian Johnson

No report

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

No report

6.8. **Web Administrator** –Matthew Frith

No report.

Development committee head coach details to be updated.

7. GENERAL BUSINESS:

- 7.1. AGM notice has been sent to clubs, committee members, standing committee members & life members
- 7.2. Moved Norm Roberts 2nd Ian Johnson that Michele to approach Swimming NSW for la test database of CVSA pools. Carried
- 7.3. CVSA Development meet – Norm Roberts noted that entries have dropped off considerably. Refer to Competition Committee for review and consideration.
- 7.4. ATSC convenor has concerns regarding the number of meets being held and the number of officials who are working regularly – for review by Competition committee

8. MEETING CLOSED 7.40 pm

9. NEXT MEETING: Tuesday, 21 May, 2013-Edgeworth Sport & Rec Club-7pm

PRESIDENT: David Hinds

SECRETARY: Jenny Schwetz

COAST & VALLEY SWIMMING ASSOCIATION TREASURERS REPORT

As at 1 March 2013

FORWARD **\$34,762-16**

INCOME

| | |
|-------------------------|---------|
| Dev squad | 470-00 |
| IMG Sport | 1085-70 |
| Championships (SSS) | 1980-00 |
| Area fees | 450-00 |
| Merchandise sales (SSS) | 992-00 |

| | | |
|---------------|------------------|-----------------------|
| TOTALS | \$4977-70 | <u>4977-70</u> |
|---------------|------------------|-----------------------|

\$39,739-86

LESS EXPENSES

| | |
|---------------------------------------|---------|
| CHQ no 261 N Murphy | 20-10 |
| N0 273 KPD Club | 500-00 |
| No 274 L Cerniauskas | 40-00 |
| No 275 D Richards (Laptop) | 654-00 |
| No 276 R Waugh(program printing) | 203-09 |
| No 277 R Waugh (Tent hire) | 909-40 |
| N0 279 SNSW (ETE) | 290-00 |
| N0 280 SNSW – SSS | 1798-00 |
| No 281 PR Designs (caps) | 1591-20 |
| N0 282 J Schwetz(printing/stationery) | 613-00 |

| | | |
|---------------|------------------|-----------------------|
| TOTALS | \$6618-79 | <u>6618-79</u> |
|---------------|------------------|-----------------------|

| | |
|--|---------------------------|
| <u>TOTAL AS PER STATEMENT NO 43</u> | <u>\$33,121-07</u> |
|--|---------------------------|

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CASH RESERVE A/C \$31,521-07 Interest 31/1 \$63-05 28/2 \$72-68 **\$31,656-80**

TERM DEPOSIT A/C due 12th July 2013 12 mths @ 4.6% **\$22,475-48**

Unpresented cheques

| | | |
|------------------------------|-------------------------|--------------------------|
| No 242 SNSW \$50-00 | No 251 Purnells \$31-20 | NO 252 J Schwetz \$62-00 |
| No 255 D Hinds \$89-26 | No 257 SNSW \$100 | No 267 O Moody \$100 |
| No 269 Ncle Embroidery \$492 | No 278 Chls club \$137 | |

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Signature

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Date

COAST & VALLEY TREASURERS REPORT

AS AT 1ST APRIL 2013

FORWARD

\$33,121-07

INCOME

| | |
|-----------------|---------|
| Dev squads | 6060-00 |
| Championships | 164-50 |
| Interest | 30-70 |
| Area fees (Feb) | 651-00 |

TOTALS **\$6906-20**

6906-20
\$40,027-27

LESS EXPENSES

| | | |
|------------------------|-----------------|------------------|
| CHQ NO 167 | SNSW | 50-00 |
| No 173 | SNSW | 150-00 |
| No 257 | SNSW | 100-00 |
| No 283 | D Hinds | 90-00 |
| No 284 | Gunyah hotel | 300-00 |
| No 285* | D Hinds | 874-00 |
| No 287 | D Hinds | 49-00 |
| No 288 | Foggs coaches | 1100-00 |
| No 289 | Ncle Embroidery | 1116-00 |
| No 290 | SOPAC | 432-00 |
| No 291 | N Murphy | 93-98 |
| No 294 | Aust Post | 99-00 |
| No 296 | SNSW | 186-00 |
| No 297 | Purnells | 2401-20 |
| No 298 | SNSW | 190-00 |
| No 295 Ncle Embroidery | | 342-00 |
| TOTALS | | \$7573-18 |

* NOTE: Cheque 285 was written for \$74.00 but cleared by bank for \$874.00- awaiting a refund by payee or correction of error by Bank

\$7573-18

TOTAL AS PER STATEMENT NO 44

\$32,454-09

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Unpresented cheques - No 86 P Roberts 71-89 No 92 Wyong S/c 61-00 No 93 R Waugh 81-49

Term Deposit - 4.6% for 12 months due 12 July 2013

\$22,475-48

Cash reserve a/c - Balance not available as at 10/4/13

Balance as at 1 March 2013 \$31,656-80

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Signature

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Date

CVSA D/O Report – April 2013 - 5/4/13

1. **Nominations for CVSA AGM** – 4th Annual General Meeting to be held on Sunday 23th June, 2013, commencing at 11:00am at Edgeworth Bowling Club. Nominations for committee positions and standing committee positions can be found on the CVSA website or click on the following link below. Nominations close 23rd May 2013.
http://www.coastandvalley.nswswimming.com.au/news/index.cfm?fuseaction=display_main&NewsID=34072&OrgID=3692
2. **Winter Speedo Reminder** - Winter Speedo championships in to be held on Sunday 5th May 2013 at Macquarie Shores Swim Club. Entries close 24th April 2013.
3. **B and C Squad Meet Venue** – Teleconference to be discussed Tuesday 16th April 2013.
4. **Reminder - Members email addresses** – Please ensure that any members wishing to obtain information in regards to any SNSW or CVSA activities such as Development squads/ Competitions etc, that you have a current email address which is used often. Be aware if your swim club registers on your behalf, it is most likely that they have used the clubs email address and not your own. Swim clubs can you please advise your members if this is the case.
5. **CVSA Winter Swim Meets 2012/13** – is on the CVSA website under Competitions tab 'Winter Swim Meets 2012/13'. The 'Calender tab' will be updated as soon as possible. Can all clubs hosting a meet this season please ensure that any amendments to programs and TM/ MM files be sent through to Russell Waugh ASAP so it can be placed on website.
6. **Australian Paralympics Committee** – Is searching for the next generation of athletes for the next Summer and Winter Sports. You do not have to be an elite athlete now, just the desire and interest to find out how!
Date: Friday 3 & Saturday 4 May 2013
Time: 10.00am – 2.00pm
Venue: Newcastle Entertainment Centre
Return2Sport Expo
Contact - kara.retford@paralympic.org.au for further information.
7. **CVSA Development Squad 2013.** - *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.

Jarrold Anthony
SNSW Development Officer

ENTERING SWIM MEETS

- Obtain program of meet. – (programs can be found on the competitions page of CVSA website)
- Find programs under competitions tab - go to season meets
- Read & understand the Conditions of entry on bottom of program. This information will contain the entry fee per event as well as other important information.
- Events & event numbers are on the program. Make sure you are in the correct age group.
- Decide which way to enter the meet:
 - 1) **Online entries.** This is the **recommended** method when available. See guide below.
 - 2) Through your club race secretary. See guide below.

HOW TO ENTER ONLINE for CVSA events

- Online link for Coast & Valley events can be found on the Coast & Valley website.
- Find online link under competitions tab - go to season meets – click **online link** on right hand side of table
- Make sure you have your Username and Password as you will be prompted to log in throughout the online entries process.
- This is the same Username and Password you use to log in for membership registration.
- If you do not know your Username or Password please contact your Club Registrar or call the Swimming NSW office on (02) 9763 5833.

NOTE:

The big online link on the CVSA home page is for SWIMMING NSW events ONLY.

HOW TO ENTER ONLINE THROUGH YOUR CLUB RACE SECRETARY for CVSA events

- All clubs have a person (race secretary) who is in control of entries from your club. Contact the race secretary of your club to find out the method used in regards to entries.