

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

## Edgeworth Sport & Rec Club Tuesday, 15 April, 2014

Meeting opened at 7.02 pm with David Hinds in the Chair

### 1. ATTENDANCE

David Hinds	David Richards	Jenny Schwetz	Russell Waugh
Ian Johnson	Norm Roberts	Michele Burley-Jones	

2. **APOLOGIES:** Patricia Roberts, Jarrod Anthony. Moved Michele Burley-Jones 2<sup>nd</sup> David Richards that apologies be accepted. Carried

3. **CONFIRMATION** - Minutes of previous meeting:  
Moved Ian Johnson 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. Changes to by-laws – Handicap point score – Cl 31

- c) A second point score to be known as the "Club Handicap point score" shall be awarded. The point score shall be calculated by the number of points scored by a club divided by the number of competing athletes {minimum four (4) athletes} from that club.
- (d) A club which wins the Premier point score cannot win the Handicap point score at the same time

Moved Norm Roberts 2<sup>nd</sup> Ian Johnson that By-laws be updated. Carried

- 4.2. Mark Heathcote is unable to attend Technical dinner due to prior commitments. Requested a Swimming NSW board member to attend- waiting for advice from Mark Heathcote
- 4.3. Liaison with Masters swimming – Joint meet-Michele Burley-Jones- report tabled. Moved Russell Waugh 2<sup>nd</sup> Norm Roberts that we do not proceed with the joint meet concept. Carried.
- 4.4. PLC Booking follow up-Jarrold Anthony to advise
- 4.5. Admission prices (PLC) follow up- Jarrod Anthony to advise
- 4.6. International Youth Games meeting- David Hinds, Russell Waugh & Jarrod Anthony attended- Chris Dale to address meeting tonight
- 4.7. Mingara entry fees have been received
- 4.8. Host club for winter championship meet-KPD
- 4.9. Purchase of CVSA water bottles – Trish Roberts- for discussion at May meeting
- 4.10. Draft budget-for discussion at May meeting
- 4.11. Meet Manager 5-purchased- Russell Waugh in possession

### 5. CORRESPONDENCE:

#### 5.1. INWARDS

- 5.1.1. Email: Swimming NSW-Online Meet entries now available-fwd: Russell Waugh
- 5.1.2. Email: Swimming NSW re MM5
- 5.1.3. Email: Mark Heathcote- re Technical Officials dinner
- 5.1.4. Email: Robyn Brown query re Boys 100m IM times-fwd: Russell Waugh

- 5.1.5. Email: Neil Keele re joint meet proposal-fwd: Michele Burley-Jones
- 5.1.6. Email: Swimming NSW-Affiliation invoice-due 1 April, Affiliation form. Liability insurance information
- 5.1.7. Email: Swimming NSW-invoice for ETE hire- Speedo sprints-fwd: Treasurer
- 5.1.8. Email: Woy Woy SC re non receipt of emails since December
- 5.1.9. Email (Russell Waugh): re consideration for Kiran Richardson for A Squad due to injury preventing him from competing at National age-fwd: Development Co-ordinator
- 5.1.10. Email (Michele B-J): Neil Keele re meeting regarding joint meet
- 5.1.11. Email: Annette Press re results for Titans Development meet-fwd: Russell Waugh
- 5.1.12. Email: Hunter SC- swim meet 913 April) has been cancelled- clubs notified by Russell Waugh
- 5.1.13. Email: Swimming NSW- notice of AGM & State Forum & associated papers
- 5.1.14. Email: Mingara SC- request to send emails to correct office bearers
- 5.1.15. Central Newcastle SC- request for representative for Presentation-25 May
- 5.1.16. Maitland SC-request for David Hinds to attend presentation-2 May
- 5.1.17. Email: Kincumber Pacific Dolphins SC- appln to host winter champs
- 5.1.18. Swim Data Services-invoice
- 5.1.19. Email: John Howden re availability of on-line Entries
- 5.1.20. Email: Swimming NSW –SAL to investigate problem with website
- 5.1.21. Email(Norm Roberts): Macquarie Shores SC re invitation to tech officials

## 5.2. OUTWARDS

- 5.2.1. Email: CVSA clubs-Notice of AGM, Nomination form & Delegate form
- 5.2.2. Email: CVSA clubs-Affiliation form
- 5.2.3. Email: Swimming NSW re purchase of MM5
- 5.2.4. Email: Mark Heathcote re Technical Officials dinner
- 5.2.5. Email (Russell Waugh): Robyn Brown re anomaly with Boys100m IM QT
- 5.2.6. Email (Russell Waugh): CVSA clubs re winter championships program & TM file
- 5.2.7. Email (Russell Waugh): Mingara SC re outstanding entry fees- Development meet
- 5.2.8. Email: Helen Woods-purchase of MM5
- 5.2.9. Email(Jarrold Anthony): Swimming NSW-CVSA Development Schedule
- 5.2.10. Email: John Howden-online entries platform still undergoing testing and not yet available
- 5.2.11. Email: Swimming NSW re website problems
- 5.2.12. Email: Macquarie Shores SC-swim meet officials
- 5.2.13. Tracey Jones- congratulations on TO accreditation & name badge
- 5.2.14. Jennifer Johnston-congratulations on TO accreditation & Name badge
- 5.2.15. Nerida Uljan- assessment procedure

Moved Michele Burley-Jones 2<sup>nd</sup> 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. Anomaly with Boys 100 IM QT- agenda item for next Competition committee meeting
- 5.3.2. Woy Woy SC – emails fwd from January
- 5.3.3. Results for Titans Development meet have been uploaded correctly
- 5.3.4. Hunter SC 12/U swim meet has been cancelled
- 5.3.5. Swimming NSW AGM & Forum-26 July-10am-Courtyard by Marriott, North Ryde. Notices of Motion to be submitted by 5 June. Agenda items for Forum to be submitted by 15 June
- 5.3.6. Reminder that all correspondence is to be sent by the Secretary, unless specifically authorised for a particular instance
- 5.3.7. Representative for Central Newcastle presentation-David Hinds to attend

- 5.3.8. Problem with website being investigated by SAL
- 5.3.9. Online meet entries are only available for meets with NO Qualifying Times

## 6. **REPORTS:**

### 6.1. **Treasurer** – Trish Roberts

Report tabled-copy attached.

6.1.1. Noted that Narelle Murphy has not received or cashed cheque for \$10.00-committee expenses.

6.1.2. Books to go to Accountant

6.1.3. Accounts approved for Payment

Swimming NSW	Affiliation fee	\$191.00
Swimming NSW	Invoice-ETE hire-Speedo sprints	\$190.00
Swim Data Services	Invoice-MM5	\$404.00
Ben Fricker	Coaching course	\$795.00
Tom Davis	Coaching course	795.00

Moved David Richards 2<sup>nd</sup> Ian Johnson that report be accepted and accounts approved for payment. Carried.

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

6.2.1. Call for host club for winter championships has been sent to CVSA clubs- Approved Kincumber Pacific Dolphins to host meet.

6.2.2. Call for summer swim meet applications has been sent to CVSA clubs- 2 replies to date

6.2.3. It is disappointing that we have had 2 swim clubs cancel their swim meets due to lack of entries. One was a development meet the other a 12&U qualifying meet.

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

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

No report

6.4. **ATSC Convenor** – Norm Roberts

- 6.4.1. April minutes tabled-copy attached. Moved Norm 2<sup>nd</sup> Russell Waugh that minutes be approved. Carried.
- 6.4.2. Invitations for Technical dinner have been sent- reminder to be sent out
- 6.4.3. Awards:
  - 6.4.3.1. Technical Official of the Year-nominations received & reviewed.
  - 6.4.3.2. Encouragement Award-nominations received & reviewed  
Recipients have been selected – for approval by Management committee
- 6.4.4. Referees' email address posted to website under Technical>Nomination & Appointments

Moved Norm Roberts 2<sup>nd</sup> Russell Waugh that report be accepted. Carried.

6.5. **Development Officer** – Jarrod Anthony

Report tabled-copy attached

Moved Michele Burley-Jones 2<sup>nd</sup> David Richards that report be accepted. Carried.

6.6. **Property Officer**- Ian Johnson

No report

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

Report tabled-copy attached

Moved Michele Burley-Jones 2<sup>nd</sup> Norm Roberts that report be accepted. Carried.

6.8. **Web Administrator** –Matthew Frith

No report

**7. GENERAL BUSINESS:**

- 7.1. Nominations for Service Award & Life Membership have closed
- 7.2. Congratulations to Taylor Corry & Maddison Elliot to Adam Beisler (coach) on their selection for Para Pan Pacs -California -6-10 August 2014
- 7.3. Congratulations to Maddison Elliott on her selection for the Commonwealth Games (Glasgow) 23 July-3 August.
- 7.4. Assistance to be offered to clubs to the value of \$300.00 to upgrade/purchase, during the 2014 calendar year, the latest version of **Meet Manager** OR **Team Manager** programs.

Reimbursement will be made on the production of invoice for same. Moved Michele Burley-Jones 2<sup>nd</sup> Norm Roberts. Carried.

- 7.5. Russell Waugh advises that he does not require a CVSA laptop.
- 7.6. Discussion on assistance for CVSA swimmer & coach representatives on Australian & Jr Australian teams-for further discussion at May meeting
- 7.7. Noted that CVSA championship equipment hire, etc will need to be finalised at May meeting, as June meeting will be after the event.

Chris Dale addressed the meeting on the International Childrens' Games to be held at the Forum Monday 8 December- Wednesday 10 December.

- Technical Officials will be required
- Advance notice to Area technical officials
- Heats and Finals format
- 56 teams- 4 boys/4 girls; may compete in total of 4 events each
- Timing equipment has been booked by organisers from Swimming NSW
- Proposed times:- warm up-8.00 am; Heats 9am-12 noon; Finals 1.00pm-3.00pm- TBC by organisers
- Request for free parking for Technical Officials

**8. MEETING CLOSED** 8.35pm

**9. NEXT MEETING: Tuesday 20 May, 2014-Edgeworth Bowling Club-7.00pm**

CHAIR: David Hinds

SECRETARY: Jenny Schwetz

# COAST & VALLEY SWIMMING ASSOCIATION TREASURERS REPORT

AS AT 1<sup>st</sup> April 2014

**FORWARD** **\$38,530-80**

Development Squad	340-00
Swim meet entries	3735-00
Development grant	1250-00

<b>TOTALS</b>	<b>\$5325-00</b>	<b><u>5325-00</u></b>
		<b>\$43,855-80</b>

## LESS EXPENSES

### CHQ No

91 P R Designs	1768-00
No 92 Ncle Embroidery	486-00
No 93 Purnells	25-00
No 94 Purnells	2292-00
No 95 Jairuk Thai Kitchen(catering For Dev meet)	164-00
No 96 M Burley-Jones	53-53
No 97 Aust Post	107-00
No 98 Sid Fogg	930-00
No 99 R Waugh	170-60

<b>TOTALS</b>	<b>\$5996-13</b>	<b><u>\$5996-13</u></b>
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<b>BALANCE AS PER STATEMENT NO 56</b>	<b>\$37,859-67</b>
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**Unpresented chqs:** No 37 N Murphy \$10    No 80 D Hinds \$17-60    No 85 SNSW \$50  
No 86 SNSW \$1063    No 88 SNSW \$940    No 400 D Hinds \$108    No 401 Fricker \$795  
No 402 T Davis \$795

Cash Reserve a/c	\$37,375-15
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Term deposit due 16/7/14 @ 3.65% for 12 months	\$10,000
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Term deposit due 12/7/14 @ 3,75% for 12 months	\$23,509-30
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.....  
Signature

.....  
Date

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

**Harrison Street, BELMONT NORTH.  
Wednesday 9 April, 2014**

Meeting opened: 7.04 pm

Chair: Norm Roberts

## **1. ATTENDANCE**

Norm Roberts      David Richards      Jenny Schwetz      Ian Johnson

## **2. APOLOGIES:**

David Hinds, Jarrod Anthony, Cathy Sheedy, Jim Sheedy. Moved David Richards 2<sup>nd</sup> Ian Johnson that apologies be accepted. Carried

## **3. CONFIRMATION** - Minutes of previous meeting:

Moved David Richards 2<sup>nd</sup> Jenny Schwetz that the minutes of the previous meeting are a true and correct copy. Carried

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

Nil

## **5. CORRESPONDENCE:**

### **5.1. Inwards**

5.1.1. Macquarie Shores SC- re inviting technical Officials to their swim meet

### **5.2. Outwards**

5.2.1. Call for nominations for Technical Officials – Winter Championships

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

### **5.3. Business Arising from Correspondence**

5.3.1. Nil.

## **6. GENERAL BUSINESS.**

- 6.1. Awards:
  - 6.1.1. Technical Official of the Year-nominations received & reviewed.
  - 6.1.2. Encouragement Award-nominations received & reviewed  
Cathy & Jim Sheedy and David Hinds contacted by phone to indicate their preferred candidates for each award. Recipients have been selected – for approval by Management committee
- 6.2. Technical Officials dinner
  - 6.2.1. Booking has been confirmed – numbers to be confirmed to venue by 26 April
  - 6.2.2. Menu has been confirmed
- 6.3. Noted that MC class has been renamed Para class
- 6.4. Nerida Uljan to be invited to attend a local swim meet for assessment- letter to be sent
- 6.5. Macquarie Shores SC – information to be sent on how to invite technical officials
- 6.6. AOE course- Norm Roberts to liaise with Pat Troy for suitable date in August/September
- 6.7. Referees' email addresses to be posted to website under Technical>Nominations& Appointments
- 6.8. Norm Roberts to give current database to Jenny Schwetz to enable email database to be updated.

**MEETING CLOSED:** 8.46pm

**NEXT MEETING:** TBA

**CHAIR:** Norm Roberts

**SECRETARY:** Jenny Schwetz



## CVSA D/O Report – April 2014 - 10/4/13

1. **Nominations for CVSA AGM** – 5th Annual General Meeting to be held on Sunday 22nd June, 2014, commencing at 11:00am at Edgeworth Bowling Club. Nominations for committee positions and standing committee positions can be found on the CVSA website.

I encourage ALL members from ALL clubs who wish to be a part of the Coast and Valley Swimming Association management team , to please nominate for one of the positions available. Your contributions will help ensure that Coast and Valley remains the number One area in the State.

2. **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.
3. **CVSA Development Squad 2014.** - *Squad members will be notified by email mid-May (after Age 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 October each year.
4. **International Youth Games 2014** - Update - International Youth Games at the end of the year at the Forum Aquatic Centre. Chris Dale will address CVSA management at the April meeting.
5. **CVSA Proposed Budget 2014** – Discuss
6. **National Result Database** - The National result database is currently being updated by APT. I believe it should be online over the next 4 weeks.

Jarrold Anthony  
SNSW Development Officer

## **PUBLICITY REPORT – APRIL 2014 MEETING**

Nothing to report on Newspaper releases and as soon as I am “taught” Team Manager I will be able to abstract the information myself and put through more publicity reports to Newspapers.

I have written to the following Clubs, as requested as Liaison Officer for the Technical Committee:

Hunter Club for their Technical Officials and after many to and fro emails – they ended up with a Referee, a Starter, no Recorders and then Monday 31<sup>st</sup> March received an email with context:

*“Just to let everyone know I have cancelled our U/12 Qualifying meet which was to be held on Sunday 13th April at Arnolds Swim Centre. With only one five days till closing we have very few entries and 27 swimmers. I would not be able to order medals until we knew how many swimmers we would have had and I felt I could be wasting some money on an order if we did not get the entries.”*

I really do not know what is happening, as this is the second meet that has happened to in two weeks, and the Titan Meet was “not overloaded” with entries, so something is amiss.

The next meet request will be for West Wallsend Indoor Qualifying Meet on 4<sup>th</sup> May which I will forward to the club on 7<sup>th</sup> April for a return by 20<sup>th</sup> April.

Michele Burley-Jones  
2<sup>nd</sup> April, 2014

CHAIR: David Hinds

SECRETARY: Jenny Schwetz