

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

Edgeworth Sport & Rec Club Tuesday, 19 May, 2015

Meeting opened at 6.00 pm with David Hinds in the Chair

1. ATTENDANCE

David Hinds	David Richards	Jenny Schwetz	Patricia Roberts	Russell Waugh
Ian Johnson	Norm Roberts	Tom Davis	Phillip Hawke	
Jarrold Anthony	SNSW Development Officer			

2. **APOLOGIES:** Michele Burley-Jones. Moved Phillip Hawke 2nd David Richards that apologies be accepted. Carried

3. **CONFIRMATION** - Minutes of previous meeting:
Moved Phillip Hawke 2nd David Richards that the minutes of the previous meeting are a true and correct copy with the amendment that Russell Waugh did not 2nd item 4.3 – this was 2nd by Phillip Hawke. Carried

4. **BUSINESS ARISING** from the minutes

- 4.1. Sponsorship Proposals – Jarrod Anthony confirmed that Newcastle Embroidery & The Forum have agreed to sponsor our Development program
- 4.2. Review of Information Guide – Moved Ian Johnson 2nd Norm Roberts that Information Guide be approved and be available at the AGM. Carried.
- 4.3. Summer championships – venue and pool entry options to be placed on AGM agenda
- 4.4. Jarrod Anthony confirmed that SNSW has advised that the number of Mentors at Development is unlimited; technical trainee funding: 2 per area, although areas may send other trainees.

5. **CORRESPONDENCE:**

5.1. INWARDS

- 5.1.1. Email-Janette Kinkade: Thank you
- 5.1.2. Email-Sonny Hinwood: thank you
- 5.1.3. Email-Leanne Cerniauskas: Development
- 5.1.4. Email-Matt Storey: Thank you for scholarship
- 5.1.5. Email-Mark Heathcote: SNSW AGM Voting information
- 5.1.6. Email-Michelle Johnson: Certificate of Currency
- 5.1.7. JLT Sport: Certificate of Currency
- 5.1.8. Cr Doug Eaton-Acceptance as Patron
- 5.1.9. Cr Lawrie McKinna-Acceptance as Patron
- 5.1.10. Cr Peter Blackmore-Acceptance as Patron and donation

5.2. OUTWARDS

- 5.2.1. Invitations for Patrons
- 5.2.2. Email-KPD: host club winter championships
- 5.2.3. Swimming NSW Directors' Liability & affiliation payment
- 5.2.4. Singleton SC: Tech Official badges

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

- 5.3. Business Arising from Correspondence:
Nil

6. **REPORTS:**

6.1. **Treasurer** – Trish Roberts

Report tabled-copy attached.

6.1.1. Accounts approved for Payment

Taylor Corry	Assistance IPC World team	\$150.00
Jenny Schwetz	Reimbursement- Rule tolerance forms	\$195.00
Mark Walmsley	Accountancy fees	\$880.00
Trish Roberts	Reimbursement-gratuities	\$20.00
Gunyah Hotel	Technical dinner	\$1678.60
Bradley Woodward	Assistance –World Junior Champs	150.00

Moved Trish Roberts 2nd Russell Waugh that report be accepted and accounts approved for payment. Carried.

Moved Phillip Hawke 2nd Ian Johnson that payment of assistance to athletes be made available on one (1) occasion per calendar year. Carried.

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

- 6.2.1. Kincumber Pacific Dolphins appointed to host CVSA winter champs
- 6.2.2. CVSA Development meet date to be set
- 6.2.3. EOI received from Ravenswood for 3 swimmers to attend CVSA championships.

Moved Russell Waugh 2nd David Richards that report be accepted. Carried.

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

Minutes tabled-copy attached.

Radios will be required for Development

Moved Tom Davis 2nd Ian Johnson that minutes be accepted. Carried.

6.4. **ATSC Convenor** – Norm Roberts

- 6.3.1. Stroke Correction forms have been received.
- 6.3.2. Starter & timekeeper assessments have been completed
- 6.3.3. Date for Technical dinner for April 2016 to be organised

Moved Norm Roberts 2nd Tom Davis that report be accepted. Carried.

6.5. **Development Officer** – Jarrod Anthony

Report tabled-copy attached.

Moved Russell Waugh 2nd Norm Roberts 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 David Richards 2nd Tom Davis that report be accepted. Carried.

6.8. **Web Administrator** –Phillip Hawke

No report.

7. GENERAL BUSINESS:

- 7.1. Moved Tom Davis 2nd Phillip Hawke that catering guidelines be approved. Carried.
- 7.2. Travel card for New Zealand trip to be organised by Trish Roberts. Moved Trish Roberts 2nd Phillip Hawke. Carried.
- 7.3. Bali Flag for CVSA – moved Norm Roberts 2nd Tom Davis that banner be purchased. Carried (1 against)
- 7.4. Certificate of Currency has been obtained

8. MEETING CLOSED 8.29 pm

9. NEXT MEETING: Tuesday, 16 June 2015-Edgeworth Sport and Rec Club-7pm

CHAIR: David Hinds

SECRETARY: Jenny Schwetz

COAST AND VALLEY TREASURER'S REPORT
As at 30 March, 2015

Brought Forward	27,846.57
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INCOME

Swimming Australia	291.00	
Championship	25.00	
Development	5.00	321.00
		28,167.57

EXPENSES

Toukley SC	106.00	
Sid Fogg	1485.00	
N Murphy	16.00	
Moonshadow Cruises	500.00	(2107.00)
		26,060.57

Balance as per statement 69	26,060.57
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Unpresented cheques	508 Singleton SC 77.00	510 KPD 630.00	511 SNSW1161.00
	514 Toukley SC 300.00	516 Woy Woy SC 300.00	518 J Schwetz 29.94

Cash Reserve Account	18,140.39
Term Deposits	
Due July 2015	24,390.95
Due Dec 2015	10,365.00
	20,000.00

COAST AND VALLEY TREASURER'S REPORT
As at 30 April, 2015

Brought Forward	26,060.57
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INCOME

Interest	19.56	
Swimming Australia	264.00	283.56
		26,344.13

EXPENSES

SNSW	100.00	
Newcastle Embroidery	711.00	
SNSW	270.00	
SNSW	160.00	
Dev-NZ tour	7549.00	
Scholarships (coaching)	2385.00	
Dev-NZ tour	747.31	(11,922.31)
		14,421.82

Balance as per statement 69	14,421.82
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Unpresented cheques	472 B Boon 118.09	482 Central SC 300.00	508 Singleton 77.00
	510 KPD 630.00	511 SNSW 1161.00	514 Toukley SC 300.00
	516 Woy Woy SC 300.00	518 J Schwetz 29.94	

Cash Reserve Account	18,140.39 + 28.37 (int)	18,168.76
Term Deposits	Due July 2015	24,390.95
	Due Dec 2015	10,365.00
		20,000.00

CVSA D/O Report

16 May 2015

1. **Nominations for CVSA AGM** – 6th Annual General Meeting to be held on Sunday 21st June, 2015, 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 one of the stronger areas in the state.

2. **CVSA Development Squad 2015** - Emails were sent out to swimmers advising of their respective squads on the 6th May 2015. Swimmers are required to advise their acceptance within two (2) weeks of receiving notification (19th May).

3. **Senior Establishment Squad** - I received a query in regards to MC eligibility. Advised the squad was formed with the specific purpose of assisting our more experienced abled body athletes to extend their time in the sport. MC swimmers are included in CVSA and NSW development programs and have their own specific squads.

SES criteria may need to include that it is aimed at our Olympic Pathway Swimmers using the or FINA points and not the Multi Class Point Score.

N.B - In the event a swimmer with disability (regardless of classification) should meet the selection standards for FINA points (not MCPS) they would be considered for selection. A common sense approach should always prevail, with the best interests of the athlete's development and performance at the forefront.

4. **CVSA Championships AGM item** - An 'Event Fee' for the CVSA championships 2015 which will be paid Online (per swimmer) which will enable unlimited pool entry for spectators (No pool entry fee). This will be an Agenda item at the **CVSA AGM which will be held at Edgeworth Bowling Club on Sunday 21st June 2015** and will be an opportunity for your club to have their say in regards to payment method and venue.

5. **CVSA Information Guide** - Will be delivered at the CVSA AGM. Clubs will be required attend to collect their booklet.

6. **CVSA Technical Officials Dinner a Success** - The CVSA technical committee hosted the third CVSA dinner for our area technical officials at Gunyah hotel function centre. Congratulations to Andrew Jones and Sonny Hindwood on their awards. The night was a show of appreciation by the management committee in saying a big thank you to those officials who work area meets as well as attends home club races. It was a very fun and enjoyable evening with SNSW President Graham Towle and his wife and NSW Board member Pat Troy attending as special guests.

Jarrold Anthony
SNSW Development Officer

PUBLICITY REPORT MAY, 2015 MEETING

Firstly, my apologies for my absence this meeting as I am enjoying the warmth up here in the Tropics for a month getting my leg and hip fit by walking the beach daily.

26 th April, 2015	West Wallsend Indoor Swim Club	Email & Letter requesting list of Technical Officials for Swim Meet on 17 th May, 2015
3 rd May, 2015	West Wallsend Indoor Swim Club	Reply Received with list of Technical Officials to work at Meet on 17 th May 2015
8 th May, 2015	Macquarie Shores Swimming Club	Email & Letter requesting list of Technical Officials for Swim Meet 24 th May, 2015
8 th May, 2015	Macquarie Shores Swimming Club	Email from Kristin Street, informing having difficulties getting officials but will let me know by end of weekend who she has obtained.
10 th May, 2015	Novocastrian Swim Club	Email & Letter requesting list of Technical Officials for Swim Meet on 31 st May, 2015
12 th May, 2015	Management	Result of Technical Officials available for Macquarie Shores Swim Meet - extremely disappointing.

Michele Burley-Jones
Publicity Officer/Liaison Officer
C&VSA
12th May, 2015

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

Sunday, 26th April, 2015

Meeting opened at 10.14am with Jarrod Anthony elected as Chairman.

Jarrod welcomed Norm Roberts, who was invited to speak on Technical development, to the meeting and thanked all for attending.

1. ATTENDANCE

Narelle Murphy	Phillip Hawke	Peter Reinhard	Kirstin Street	Belinda Boon
Visitors	Jenny Schwetz	David Hinds	Norm Roberts	
Jarrod Anthony	SNSW Development Officer			

- 2. APOLOGIES:** Tom Davis. Moved Narelle Murphy 2nd Phillip Hawke that apology be accepted. Carried.

- 3. CONFIRMATION** - Minutes of previous meeting:
Moved Phillip Hawke 2nd Peter Reinhard that the minutes of the previous meeting are a true and correct copy. Carried.

4. BUSINESS ARISING from the minutes

- 4.1. Squads – NSW squads should be available shortly
- 4.2. Review letters to be sent to swimmers (stagger information- 2 weeks)
 - 1st letter to be sent out early May – successful selection letter
 - 2nd letter to be sent out mid-May will further details (Team Manager/ meet entry selection/accommodation, etc)
- 4.3. Email address for CVSA development – cvsadevelopment@gmail.com
- 4.4. Information for parent seminars. Parents required to attend.
- 4.5. Team Mangers – meeting to be held with Team Managers at CVSA champs outlining duties and responsibilities. Noted that handbook (rec. 10) will need to be reprinted as copies have not been returned
- 4.6. Face book account - Kirsten / Belinda-Page has been set up-CVSA Development Sports Team. This will be used for updated information and reminders
- 4.7. Achievers - coach / Tech opportunities – Phillip – waiting on squad composition to be known
- 4.8. Sponsorship - Newcastle Embroidery / NuSport – to be followed up by Jarrod Anthony
Noted that an induction is now required by Newcastle University for room hirer – this will incur added costs.
- 4.9. Nutrition Lecture added to Development schedule – to be confirmed with Mark Hinchey
- 4.10. Senior Establishment Squad - Flights, Van Hire have been paid, Accommodation Booked – Deposit to be paid – liaise with Trish Roberts.
- 4.11. Apparel update – Narelle advises that team shirts will be available approx. 2 weeks from order. Managers' shirt sizes will be needed as soon as appointments have been made.
- 4.12. Development Stand CVSA Championships to be set up at CVSA champs – 1-2 people to man

5. CORRESPONDENCE IN –

- 5.1. JES - Certificates have been sent out to team members
- 5.2. Several member enquiries.

Moved Phillip Hawke 2nd Kirsten Street that correspondence inwards be dealt with as read and correspondence outwards be approved. Carried

6. GENERAL BUSINESS

- 6.1. Schedule Update – Coaches- 1 -2 mentor coaches to be appointed. Club coaches to be requested to assist with Squads
 - 6.2. Presenters – Norm to roster incoming Technical Committee members to work
 - 6.3. Technical Update – Norm Roberts.
 - 6.3.1. Presently CVSA has an average of 4.5 Technical Officials/club
 - 6.3.2. ATSC focus will be on recruiting new officials this year/ recruiting & retaining officials will become the focus next year.
 - 6.3.3. Development presentations will be an overview of positions – theory only.
Modules will need to be available
 - 6.3.4. Practical assessment can be done at
Development Squad meets
Club swim meets
Any other CVSA meet
- Noted that those seeking assessment must be a financial member of a club.
- 6.4. Senior Establishment Squad – 6 swimmers to be selected using FINA point score & CVSA criteria.
 - 6.5. Squads – National swimmers to be confirmed
 - 6.6. Jarrod Anthony thanked Jenny Schwetz, Narelle Murphy & Russell Waugh for their assistance in collating the development squad lists

7. Meeting Closed: 11.28am

8. Next Meeting : TBA

JARROD ANTHONY
Chairman

JENNY SCHWETZ
Secretary

COAST & VALLEY SWIMMING ASSOCIATION

CATERING GUIDELINES

The following guidelines have been established to assist clubs hosting Coast & Valley Championship, Development or Speedo heat meets to cater for all Technical Officials working at these meets.

The Coast and Valley Swimming Association Management Committee have set a maximum of:

\$12.50 per head for lunch and "extras" throughout each day of the meet.

Numbers will be advised after the Technical Official roster has been completed.

The host club shall provide Coast and Valley Swimming Association with an invoice for the catering costs to enable payment to be made, and shall be sent to:

Secretary, Coast and Valley Swimming Association by:

1. Email : swim.coastandvalley@gmail.com,
or
2. Post: PO Box 406, KOTARA FAIR. NSW 2289

POINTS TO REMEMBER

- Some officials have been working and/or travelling for hours before arriving before the start of the meet
- Some officials may have special dietary requirements (ie vegetarian, gluten free). Please be prepared to cater for these.

ON ARRIVAL

Have ready tea, coffee, juice, biscuits – remember to include for milk and sugar

LUNCH

Consider:

- Green salads
- Cold meats – chicken, ham etc
- Bread rolls
- Something for 'afters' – not necessarily sweets. Consider slices & biscuits

In winter consider also having soup with rolls and less of salads/meats

Remember to have club members prepared to undertake and/or co-ordinate the provision of the lunch/es

THROUGHOUT THE DAY

Have a plentiful supply of:

- cold water
- water cordial (CONTAINERS WILL BE SUPPLIED BY CVSA FOR THIS)
- cheese & bikkies
- slices
- fruit
- bags of lollies

These will need to be brought around to the officials regularly from about 10:30am onwards and you will need to have club members available and prepared to undertake this task

PLEASE REMEMBER...

- that officials on pool deck are concentrating on providing a fair competition for all swimmers and may be unable to "take" something to eat (they run out of hands!) – disposable plates and serviettes would be invaluable.
- other officials cannot eat 'right now' and have to pick a 'lull' in proceedings to stop their work.
- Remember that all officials are concentrating on providing the best and fairest swimming competition for the swimmers and cannot leave their positions.
- Hot drinks on pool deck are not advisable – please consider the dangers to swimmers, officials and spectators before offering these during swimming sessions.