

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

Edgeworth Sport & Rec Club Tuesday, 18 August, 2015

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

David welcomed Suzy , who will be taking up her position as Treasurer at the end of August, to the meeting.

1. ATTENDANCE

David Hinds Jenny Schwetz Ian Johnson Phillip Hawke Russell Waugh
Norm Roberts

Visitors

Suzy Scaron, Patricia Roberts
Jarrod Anthony NSW Development Officer for CVSA

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

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

- 4. BUSINESS ARISING** from the minutes
- 4.1. Date for Technical dinner for April 2016 - pending
 - 4.2. Travel card for New Zealand trip organised
 - 4.3. Entry fees for SC Championships- Nelson Bay SC have been received
 - 4.4. Australian Childhood Foundation – SAL are looking for some opportunities to run training sessions with clubs –topics include child welfare & child safety practices.
Moved Norm Roberts 2nd Ian Johnson that Area is well informed on current best practice. Carried
 - 4.5. Mingara SC will assist with catering for Target meet (September). Parents working as technical officials will be catered for.

5. CORRESPONDENCE:

- 5.1. INWARDS
 - 5.1.1. Email (Jarrod Anthony)-Swimming New Zealand: Invoice-SNZ entries (Sr Establishment Squad)
 - 5.1.2. Email-Tracy Brown: query re entries for Lake Mac Games-fwd: WWI
 - 5.1.3. Email (Narelle Murphy) Camp Breakaway: invoice & sample menu
 - 5.1.4. Email-Maitland SC: application for swim meet date-fwd: Competition committee
 - 5.1.5. Email-Toukley SC: swim meet dates for winter 2016
 - 5.1.6. Email-Kelli Manderson: Technical assessment@ Lake Mac Games-fwd: ATSC Convenor
 - 5.1.7. Email-Mingara SC: able to assist with Target Meet
 - 5.1.8. Email(Russell Waugh)-Swansea SC: Speedo/Dev meet
 - 5.1.9. Email-PLC: Confirmation of booking for summer championships
 - 5.1.10. Email-Camille McCluskey(MCC): Speedo host 2017
 - 5.1.11. Email- John Hart: Concerns-fwd: Management Committee

- 5.1.12. Email-Teigan Van Roosmalen: Thank you
- 5.1.13. Email-Michelle Johnson: Clublane Membership webinars
- 5.1.14. Email- Mark Heathcote: Area Presidents' Meeting
- 5.1.15. Email-Newcastle Embroidery: Invoice
- 5.1.16. Email-The Forum: Credit Note & Statement
- 5.1.17. Email-John Hart: Withdrawal from ATSC-fwd: ATSC Co-ordinator
- 5.1.18. Email-Lee Bendeich: stepping down as secretary & thanks
- 5.1.19. Email-Morriset Meteors: Affiliation fee
- 5.1.20. Email-Michelle Johnson: Life Memberships
- 5.1.21. Email-Belinda Boon: Report

5.2. OUTWARDS

- 5.2.1. Email-Toukley SC: applications for winter 2016 will open in September
- 5.2.2. Email-Michelle Johnson: CVSA Delegate for AGM & Forum
- 5.2.3. Email-Anthony Burling: PLC agreement
- 5.2.4. Email-PLC: Booking for summer championships
- 5.2.5. Email-Mingara SC: assistance- Target meet
- 5.2.6. Email- Swansea SC: host club for Speedo/Dev meet
- 5.2.7. Email- PLC: Booking for Summer Championships (Option1)
- 5.2.8. Email-Camille McCluskey(MCC): host for 2016 Speedo/Dev meet
- 5.2.9. Email- John Hart: re concerns
- 5.2.10. Callum Sanderson: assistance-Global Games
- 5.2.11. Swimming NSW: ETE hire form & deposit-Speedo/Development meet
- 5.2.12. Email-Belinda Boon: appointment to Selection & Development Committee
- 5.2.13. Email-Suzy Scaron: appointment as CVSA Treasurer
- 5.2.14. Email- Michele Burley-Jones: appointment to Competition Committee
- 5.2.15. Email-Ian Johnson: appointment to Technical Committee
- 5.2.16. Kengo Yagami: Retirement
- 5.2.17. Email-Morriset Meteors: Affiliation fee
- 5.2.18. Email-Michelle Johnson: Life membership
- 5.2.19. Cr Peter Blackmore: Patron
- 5.2.20. Cr Doug Eaton: Patron
- 5.2.21. Cr Lawrie McKinna: Patron
- 5.2.22. Cr Nuatali Nelmes: Patron

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:

- 5.3.1. SNZ entry fees to be paid by CVSA on first day of competition
- 5.3.2. Mingara SC will assist with catering for Target meet
- 5.3.3. PLC- entry for swimmers and spectators via doors at back of grandstand; payment required if gaining entry through reception
- 5.3.4. Presidents' meeting-31 October. Agenda items by 24 September – David Hinds & Jarrod Anthony will attend.

6. REPORTS:

6.1. Treasurer –

Report tabled by Trish Roberts-copy attached

Moved Ian Johnson, 2nd Phillip Hawke that report be accepted and accounts approved for payment. Carried.

6.1.1. Accounts approved for Payment

Newcastle Embroidery	Shirts –Development	\$25.00
The Forum	Room Hire-Development	\$310.00
		(pending)

Moved Norm Roberts 2nd Ian Johnson that standing orders be suspended. Carried

David Hinds welcomed Janette Kincade to the meeting.

Janette is organising the ATO Sports Carnival (Swimming)

- Being held on Wednesday 2nd March, 2016 at Merewether baths
- 10am start
- Meet duration approx. 2 hours
- Will have club stop watches and starting device
- Competitor numbers not yet known-entries closing end October
- Program events to be confirmed
- Request assistance from CVSA committee & officials

David Hinds thanked Janette for her attendance as she departed the meeting.

Moved Norm Roberts 2nd Ian Johnson that standing orders be resumed. Carried.

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

6.2.1. "A" squad entries done - copy sent to Jarrod for distribution to coaches and managers.

6.2.2. Clubs to send programs E-files & online links for publication on CVSA website.

Moved Russell Waugh 2nd Phillip Hawked that report be accepted. Carried.

6.3. **Selection & Development Committee** – Jarrod Anthony on behalf of Tom Davis

Minutes- July meeting tabled-copy attached.

6.3.1. Entries for Achievers and Target meets being done by Russell Waugh.

6.3.2. National A squad –technical presentations were well received. CVSA was represented by Ian Johnson, Phillip Johnston, Jean Duma and Andrew Sylvester.

Moved Russell Waugh 2nd Ian Johnson that report and minutes be accepted. Carried.

6.4. **ATSC Convenor** – Norm Roberts

Report tabled-copy attached.

6.4.1. Technical training is going well

6.4.2. Norm Roberts will be attending Hunter's championships on 6/9 for practical assessments.

Moved Norm Roberts 2nd Ian Johnson that report be accepted. Carried.

6.5. **Development Officer** – Jarrod Anthony

Report tabled-copy attached.

Moved Russell Waugh 2nd Phillip Hawke that report be accepted. Carried.

6.6. **Property Officer**- Ian Johnson

No report

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

15th July, 2015 Central Coast Gosford Express Advocate - Solid Start for Van Roosmalen

Moved Ian Johnson 2nd Norm Roberts that report be accepted. Carried.

6.8. **Web Administrator** –Phillip Hawke

No report

7. GENERAL BUSINESS:

- 7.1. Adobe Acrobat – Russell Waugh- would allow for online completion of forms. Jarrod Anthony advised that Swimming NSW will permit use of Survey Monkey program. For further discussion.
- 7.2. SNSW AGM report tabled- copy attached. David Hinds thanked Russell for attending on behalf of CVSA.
Moved Russell Waugh 2nd Ian Johnson that report be accepted. Carried.
- 7.3. Ian Johnson advised that computer remote priced at \$79. Ian Johnson moved that purchase be approved. 2nd Norm Roberts. Carried. Ian to organise.
- 7.4. Jarrod Anthony advised that he will be unable to attend September meeting.

8. MEETING CLOSED: 8.29pm

9. NEXT MEETING: Tuesday, 15 September, 2015-Edgeworth Sport & Rec Club-7pm

CHAIR: David Hinds

SECRETARY: Jenny Schwetz

COAST & VALLEY SWIMMING ASSOCIATION

TREASURERS REPORT AS AT 1ST AUGUST 2015

FORWARD

\$29,666-25

INCOME

INTEREST 6.73
DEV SQUAD 90-00
SAL 24-00

120-73
\$29,786-98

Less expenses

Chq no 508 Sngl s/c 77-00
No 525 SNSW 195-00
No 533 B Woodward 150-00
No 536 J Hart 28-00
No 540 Purnells 6386-00
No 557 P Hawke 160-00
No 558 Ncle Embroidery 850-00
No 563 DFT 53-00
No 565 H Critira 150-00
No 566 Fair Trade (Cons change) 45-00
No 567 D Hinds 137-30
No 569 Alliancde catering 242-70
No 572 Aust Post 157-50
No 574 Ncle Embroidery 2430-00
No 575 Ncle Embroidery 121-00
No 576 Purnells 47-50
No 577 Ncle Embroidery 275-00
No 579 Camp Breakaway 500-00
No 581 Coastal Liner 800-00
No 585 Westpac Bank (NZ accommodation) 2024-13
no 586 Westpac (travel card NZ) 2856-57

no 587 P Roberts (NZ swim meet entries) 29,786-98
909-00

TOTALS \$18,594-70 **(18,594-70)**

BALANCE AS PER STATEMENT NO 72

\$11,192-28

Unpresented cheques :

no 534 T Corey \$150, no 543 KPD \$298, No 555 T Davis \$40
No 559 J Schwetz \$257.50, no 560 N Roberts \$348-20, no 562 E Adams \$300 no 568 D Gilson \$150
No 571 Johnno's Meats \$120 no 578 SNSW \$50 no 580 N Murphy \$21-00 no 582 C Sanderson \$150
No 588 R Waugh \$627-92 no 589 SNSW \$50 no 590 Coastal Liners \$800

Term Deposits due 16/7/16 for 12 months @ 2.4% \$10,717-41

Due 13/7/16 for 12 months @ 2.7% \$25,220-61

Due 3/12/15 for 12 months @ 3.2% \$20,000-00

Cash Reserve account Interest 30/6/15 \$23.15 \$18,239-62



Monthly Training Report

AREA :

COAST & VALLEY SWIMMING

CONVENOR NAME:

NORM ROBERTS

Month	Unit 1 General Principles	Unit 2 Starter	Unit 3 Check Starter	Unit 4 Marshall	Unit 5 Timekeeper	Unit 6 Chief TK	Unit 7 IOT	Unit 8 JOS	Unit 9 Recorder	Unit 10 Referee	Ann	AOE	TOTAL COMPETENT
Apr-15	NO	TRAINING											
May-15		1	1	1					2				5
Jun-15	2	1	1	0	6	2	2	2					16
Jul-15	20		3	3	6	6							38
Aug-15													
Sep-15													
Oct-15													
Nov-15													
Dec-15													
Jan-16													
Feb-16													
Mar-16													
TOTAL	22	2	5	4	12	8	2	2	2	0	0	0	59

CVSA D/O Report –August 2015 - 18/8/15

1. **CVSA Development Squad 2015** - CVSA has its 3rd Development Days on Saturday 22nd August 2015. These have been very successful days with 4 streams being conducted on each day. 1. Swimmer Development 2. Coaching Development 3. Parent Seminars with Technical components 4. Alternate Pathways (Coaching and Technical). Like us on Face book - CVSA Development

Thanks to the Forum Aquatic Centre and Newcastle Embroidery for sponsoring our squads and also everybody who has contributed to make these days such a success.

National A Squad - National A Squad to Knox Grammar 8/9 August. It was a good weekend had by all. Thanks to Belinda Boon and Kim Taylor for their efforts over the weekend. Our 2 Technical mentors reported the SNSW technical program was very informative.

Senior Establishment Squad - CVSA Swimmers have competed at the NZ SC Championships. CVSA Establishment Team has done the area extremely proud, not just with their performances in the pool but through the way they have conducted themselves throughout the entire meet which has brought tremendous credit to the CVSA area and our Country.

The team which includes our CVSA technical scholarship holder would like to pass on their thanks to everybody concerned, especially CVSA management for making this tour possible.

Target Senior and Junior Squad Meet Update - Mingara SC to cater for officials and swimmers over this meet.

CVSA technical will mentor the following positions under our area technical program - Time keepers, chief Time keepers, Check Starter and Marshals.

SNSW Technical committee will mentor Starter, JOS, IOT, AOE, Recording, Referees.

Meet director is SNSW Development Officer for CVSA.

Target Senior Squad will be staying at Camp Breakaway with Team Manager and Coaches.

Achievers Squad Meet - SOPAC Saturday 26th September - Two Coaches have been booked with pickup points - Fullerton Cove, West Wallsend pool, Ourimbah rest area, Kariong. Matt Storey and Andreas Falkenau will be the Swim Coaches with Suzy Scaron as manager.

2. **The 2015-2016 membership fees have been finalized and are as follows** -

Swimmer: \$59 Non-Swimmer: \$18.50 CVSA: \$4

SNSW will send out a check list and a registration guide to areas and clubs similar to previous years in the upcoming months to on how to set up area / club fees.

Jarrold Anthony
SNSW Development Officer

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

Teleconference

Tuesday, 28th July, 2015

Meeting opened at 7.05 pm with Jarrod Anthony elected as Chairman.

1. **ATTENDANCE**

Narelle Murphy Phillip Hawke Tom Davis Belinda Boon Kirsten Street
Visitors Jenny Schwetz Suzy Scaron
Jarrod Anthony SNSW Development Officer

2. **APOLOGIES:** David Hinds, Norm Roberts. Moved Narelle Murphy 2nd Phillip Hawke that apologies be accepted. Carried.
3. **CONFIRMATION** - Minutes of previous meeting:
Moved Narelle Murphy 2nd Phillip Hawke that the minutes of the previous meeting are a true and correct copy. Carried.
4. **BUSINESS ARISING** from the minutes
 - 4.1. Outstanding Payments- confirmed that there are no outstanding payments as resolution of previous meeting was that swimmers will be deemed an automatic withdrawal from squads if payments not received by closing date.
 - 4.2. Face book account - Update –Jarrod Anthony- confirmed that this is being well received. Some feedback requests that the Technical committee receive recognition for their presentation role.
 - 4.3. Achievers - coach / Tech opportunities - Emails of the following swimmers to be sent Ben Abolins, Emily Allanson, Alyssa Andrews, Patrick Uljan. Noted that Jessica Pinfold has been withdrawn from development pathway. Participants will be mentored at Target Meet and stay with Senior Target Squad.
 - 4.4. Senior Establishment Squad
 - 4.4.1. have received tickets for flights,
 - 4.4.2. to confirm balance of accommodation has been paid and travel card obtained.
 - 4.4.3. Entries have been submitted and received by SNZ.
 - 4.5. Apparel update - Narelle advises that there are 9 shirts remaining in stock – this does not include shirts that are still to be collected by swimmers.
 - 4.6. Accommodation -
 - 4.6.1. Senior Establishment - confirm balance has been paid
 - 4.6.2. National A - Ascott Motor Inn has been confirmed by payment
 - 4.6.3. Senior Target - Camp Break Away – confirmed by payment of Security Bond
 - 4.7. Coaches - Confirmed
 - 4.7.1. Achievers Sid Fogg (\$2020)- to be paid
 - 4.7.2. Senior Target Coastal Liner (\$800)-booking confirmed by payment

5. CORRESPONDENCE

- 5.1. Several member enquiries
- 5.2. Team Managers - Aquatic Testing update- email to be sent to swimmers to submit these by 22/8. National A by 8/8

Moved Belinda Boon 2nd Tom Davis that correspondence inwards be dealt with as read and correspondence outwards be approved. Carried.

6. GENERAL BUSINESS

6.1. Squad Updates:

- 6.1.1. **Senior Establishment Squad** - have received tickets for flights, balance of accommodation needs to be paid along with obtaining a travel card. Entries have been submitted and received by SNZ.
 - 6.1.2. **National A Squad** - Payments been made for the National A Squad to attend Knox Grammar 8/9 August. Team will be staying at Ascot motor inn. Also includes our 2 Technical mentors who will be participating in the SNSW technical program.
 - 6.1.2.1. Team will meet at Knox Grammar 9am.
 - 6.1.2.2. Team Manager, Coaches, Technical mentors and Carer will transport swimmers from Knox Grammar to motel and return the following morning.
 - 6.1.2.3. Entries will be finalised by Tom Davis tomorrow (29/7) and submitted by CVSA Registrar by the closing date (31/7). List of entries to be sent to Belinda Boon (Team Manager)
 - 6.1.2.4. Catering costs are being covered by Swimming NSW.
 - 6.1.3. **Target Senior and Junior Squad Meet** - CVSA have approached Mingara SC to cater for officials and swimmers over this meet. Last year a donation was made by CVSA to Mingara with SNSW covering food costs.
 - 6.1.3.1. CVSA technical will mentor the following positions under our area technical program - Timekeepers, Chief Timekeepers, Check Starter and Marshals. Norm Roberts (ATSC Co-ordinator) to roster parents to cover these positions and allow for assessments. Partial list has been sent to Norm to date. Complete list will be sent after 22/8 (final development day).
 - 6.1.3.2. SNSW Technical committee will mentor Starter, JOS, IOT, AOE, Recording, Referees.
 - 6.1.3.3. Meet director is SNSW Development Officer for CVSA.
 - 6.1.3.4. Target Senior Squad will be staying at Camp Breakaway with Team Manager and Coaches.
 - 6.1.3.5. Catering for Senior Target – dinner and breakfast- Narelle to confirm
 - 6.1.4. **Achievers Squad Meet** - SOPAC Saturday 26th September
 - 6.1.4.1. Two Coaches have been booked with pickup points –
Bus 1 Fullerton Cove, Ourimbah rest area, Kariong
Bus 2 West Wallsend pool.
 - 6.1.4.2. Matt Storey and Andreas Falkenau will be the Swim Coaches with Suzy Scaron as manager and Phillip Hawke and Narelle Murphy as assistant managers.
- 6.2. **Team App 'Trial' (Achievers)** -Suzy Scaron.
- 6.2.1. The benefits of Team App is the messaging/alerts are instant on mobile devices registered for Team App, unlike face book where our squad members will only know

about a post if they have liked our page. Team App alerts only allow one way messaging.

Moved Phillip Hawke 2nd Belinda Boon that Team App be implemented on a trial basis for the Achievers Squad this year. Carried.

6.3. Technical Practical Assessments - See attached information sheet.

6.3.1. Achievers Parents – Recommend to Technical Committee that all be signed off for Timekeeper/ Chief Timekeeper on 22nd August (last development day). Norm Roberts to confirm.

7. Meeting Closed: 7.30 pm

8. Next Meeting : TBA



COAST AND VALLEY SWIMMING DEVELOPMENT - TECHNICAL



Our first parent seminar was well attended and included technical training in

- ✓ Timekeeper/ Chief Timekeeper
- ✓ Check Starter/Marshal
- ✓ Starter

Congratulations to all who have completed the theory training for these technical positions.

In order to **State Age Championships (August)** – Timekeeper – PLEASE ADVISE CVSA PRIOR TO DATE OF MEET

- **Target Meet** – Mingara- 19/20 September. You will be automatically rostered and rotated through all positions at this meet unless you advise otherwise. The ATSC will have a roster available by Friday 28 August
- **Your own club meet** – PLEASE ADVISE CVSA PRIOR TO THE DATE OF THE MEET
- **Any other club meet** - PLEASE ADVISE CVSA PRIOR TO THE DATE OF THE MEET
- **Club night** – PLEASE ADVISE CVSA PRIOR TO THE DATE OF THE MEET

To arrange for assessment at CVSA club meets, please liaise with either of the following:

Norm Roberts- E: nar1950@bigpond.net.au

Jenny Schwetz-E: swim.coastandvalley@gmail.com

To be "signed off" you will need to be (or become) a member of your club (a non-swimming member is adequate). If you are not already a member, you should contact your club registrar who will advise the applicable fee.

PLEASE NOTE:

Registrations for 2015/16 will open on 1 September – *please confirm this with your club registrar.*

If you have been assessed prior to the commencement of the new registration year, your **accreditation paperwork will be processed when you advise us of your Membership Number.**

Could you please complete section below and return to your Team Manager.



Name: _____ **Child's Squad:** _____

Email: _____

Club Member? Yes / No If yes, Membership No. _____

I will be available to be rostered at the Target Meet - 19/20 September

I will be available for: **Both days / Saturday / Sunday** *(Please circle one option)*

The following technical positions will be assessed:

Timekeeper

Chief Timekeeper

Marshal

Check Starter

Report from SNSW AGM and Forum 25th July 2015

The 2 notices of motion were passed.

Some Clubs in CVSA area have not yet paid their clubs affiliation fee to SNSW. Swimmers from clubs that have not paid affiliation by 1st October will not be able to compete in SNSW or CVSA events and may not be covered by insurance.

Clubs are encouraged to participate in the club health check. There is a link when club registration process. This check allows your club to evaluate yourself on how your club is operating and what may be needed to be done to become more efficient.

Club Health Check; www.ausport.gov.au

There will online training coming soon for My Lane and Club Lane - clubs will be notified - make sure your club's contact details are up to date with SNSW and CVSA.

Payment problems with online entries have been fixed.

Problem 1; double payments - fixed 31st June all people should have received email.

Problem 2; rounding up online payments to next dollar - fixed 3rd July

If these problems still exist contact SNSW and they will give you the contact person.

Russell Waugh

