

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

Edgeworth Sport & Recreation Club Tuesday, 20th February, 2018

Meeting opened at 7.01 pm with Norm Roberts presiding.

1. ATTENDANCE

Norm Roberts	David Richards	Jenny Schwetz	Michelle Gross	Russell Waugh
Phillip Hawke	Jacqui Currey			

2. CONFLICTS OF INTEREST

Nil declared.

3. APOLOGIES: Michele Burley-Jones, Michael Hyslop, Ben Booth. Moved David Richards, 2nd Phil Hawke that apologies be accepted. Carried.

4. CONFIRMATION - Minutes of previous meeting: Moved Phil Hawke 2nd David Richards that the minutes of the previous meeting are a true and correct copy. Carried

5. BUSINESS ARISING from the minutes

5.1. Technical Officials dinner –

5.1.1. invitations have been sent out. 15 confirmed attendances to date. 30 required for function room. Function to be moved to club restaurant- booking made and attendees advised of change.

6. CORRESPONDENCE:

6.1. INWARDS

- 6.1.1. Email-Michelle Johnson: e-newsletter
- 6.1.2. Email-Woy Woy SC: incorrect date for WWSC Development meet on website-fwd: Competition Co-ordinator
- 6.1.3. Email-Central Newcastle SC: Invoice-fwd: Treasurer
- 6.1.4. Email-Narelle Duggan: Area Development Drink Bottles & caps
- 6.1.5. Email- KPD SC: May & September programs
- 6.1.6. Email: Newcastle Embroidery: Invoice-fwd: Treasurer
- 6.1.7. Email-Newcastle Embroidery: Invoice-fwd: Treasurer
- 6.1.8. Email-Michelle Johnson: e-newsletter
- 6.1.9. Email: Graham Towle: Apology for CVSA Technical dinner
- 6.1.10. Email-Sarah Koen: New CVSA Development Officer
- 6.1.11. Email- Newcastle Embroidery: Statement-fwd: Treasurer
- 6.1.12. Email-Michelle Johnson: e-newsletter
- 6.1.13. Email-WWI SC: Application & Program for summer swim meet-fwd: Competition Committee
- 6.1.14. Email-Newcastle Embroidery: Invoice
- 6.1.15. Email-Lee Bendeich: Query re dates for CVSA club meets
- 6.1.16. Email-Michelle Johnson: e-newsletter
- 6.1.17. Email-Michelle Boon: Invoice-fwd: Treasurer
- 6.1.18. Email-Michael Hyslop: Contact details
- 6.1.19. Email-Hunter SC: Application for Summer meet dates-fwd: Competition Committee

6.2. OUTWARDS

- 6.2.1. Email-Swimming NSW: Cancellation of ETE booking for CVSA winter championships
- 6.2.2. Email: CVSA Clubs: Invitation to apply for summer swim meet dates
- 6.2.3. Email Macquarie Shores SC (Russell Waugh): Late swim meet application
- 6.2.4. Melisa Geale: Coach Scholarship
- 6.2.5. Jai Johnson: Coach Scholarship
- 6.2.6. Email-Lee Bendeich: Dates for CVSA Club meets have not been set.
- 6.2.7. Email Peninsular Leisure Centre: Booking Form

Moved Jacquie Currey 2nd Jacki Mackintosh that correspondence inwards be dealt with as read and correspondence outwards be approved. Carried

6.3. **Business Arising from Correspondence:**

- 6.3.1. Woy Woy SC Development Meet date has been corrected on CVSA website
- 6.3.2. Phillip Hawke has SNSW drink bottles & caps
- 6.3.3. New DO (Michael Hyslop) will commence 10 hrs per week from 5 March, and 20 hrs per week from 30 April.
- 6.3.4. Macquarie Shores have decided not to proceed with Winter swim meet.

7. **REPORTS:**

7.1. **Treasurer** – Michelle Gross

Report tabled.

Moved Michelle Gross 2nd Jacqui Currey that report be accepted and accounts approved for payment. Carried.

7.1.1. Accounts approved for Payment

Paid to	Details	\$
Central Newcastle SC	Catering-Speedo/Development meet	403.08
Newcastle Embroidery	Management committee shirts	270.00
Newcastle Embroidery	Embroidery-Referee shirts	35.00
Newcastle Embroidery	Shirts-Speedo Finals	745.00
Swimming NSW	ETE hire-Summer Championships	340.00
Purnell Trophies	T O Awards	218.00

7.2. **Competition Committee Co-ordinator** – Russell Waugh

- 7.2.1. Speedo Finals report:
CVSA finished 5th in the point score & the medal table behind the Sydney Metro clubs.
Medals Gold - 4, Silver - 2, Bronze - 3.

- 7.2.2. List of swimmers to be sent to Jenny for inclusion in Annual Report
- 7.2.3. E.O.I to clubs to host winter Champs meet.
- 7.2.4. Draft document for clubs re summer championship proposal. Moved Russell Waugh 2nd David Richards that document be sent to CVSA clubs for their comment. Carried.
- 7.2.5. Survey of Technical Officials to determine how many will be available for Friday night.

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

7.3. **Selection & Development Committee** – Phillip Hawke

- 7.3.1. The Forum has been approached for booking of dates. Sponsorship proposal has been offered.
- 7.3.2. Jr Establishment trip – Foster.
 - 7.3.2.1. Online entries are available, so swimmers will be submitting their own entries.
 - 7.3.2.2. Moved Phil Hawke 2nd Jacki Mackintosh that swimmers to be reimbursed for up to 4 entries by CVSA, however, there will be NO refund if swimmers do not swim at the meet. Carried.
 - 7.3.2.3. REC: Narelle Murphy will be the Team Manager. Moved Phil Hawke 2nd David Richards. Carried.
 - 7.3.2.4. Bus to be hired – costing to be obtained. Moved Phil Hawke 2nd Russell Waugh. Carried.
 - 7.3.2.5. REC: 3 pickup points – Ourimbah/Cameron Park/Heatherbrae. Moved Phil Hawke 2nd Jacqui Currey
 - 7.3.2.6. New Development Officer has volunteered to accompany swimmers to Foster.
- 7.3.3. Development Squads – Attendance by parents at information sessions will be compulsory

Moved Phil Hawke 2nd Jacki Mackintosh that report be accepted. Carried.

7.4. **ATSC Convenor** – Jacqui Currey

- 7.4.1. John Hart and Jacqui Currey successful in their application to work at Commonwealth Games trials and Australian Age. Congratulations to both John and Jacqui.
- 7.4.2. Training in Area – 1 online trainee this year
- 7.4.3. Development training days for Technical Officials to be investigated
- 7.4.4. Club Nights – can be difficult to engage parents
- 7.4.5. Clubs to note: if a club does not have enough officials to man their meet, their swim meet may not be approved.

Moved Jacqui Currey 2nd Russell Waugh that report be accepted. Carried.

7.5. **Property Officer-** Jacki Mackintosh

No report.

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

Emails to West Wallsend Indoor SC regarding officials for their meet.

Moved Jacqui Currey 2nd Russell Waugh that report be accepted. Carried.

7.7. **Web Administrator** – Ben Booth

No report.

8. GENERAL BUSINESS:

- 8.1. Maitland Picnic Meet- review.
- 8.2. Technical dinner- cheques will be accepted at venue
- 8.3. Information sheet re Beresfield winter club competition
- 8.4. Moved David Richards 2nd Norm Roberts that accommodation be paid by CVSA for two (2) timing equipment operators at winter and summer championships. Carried.

9. MEETING CLOSED 8.11 pm

10. NEXT MEETING: Tuesday, 17 April, 2018-Edgeworth Sport & Recreation Club-7pm

CHAIR: Norm Roberts

SECRETARY: Jenny Schwetz

COAST AND VALLEY TREASURERS REPORT

February 2018

Cheque Account

Forward

Income

\$ 48,928.99

Interest	\$ 3.97	
Memberships	\$ 516.00	
Carnival Entires - Speedo Sprints	\$ 3,696.00	
	<u>\$ 4,215.97</u>	<u>\$ 4,215.97</u>
		\$ 53,144.96

Less Expenses

300927	Jayne Day	\$ 20.00	
300932	Cash - Float Speedo Sprints	\$ 120.00	
tfr	Michele	\$ 107.70	
		<u>\$ 247.70</u>	<u>\$ 247.70</u>

BALANCE AS PER STATEMENT NO 103

\$ 52,897.26

Unpresented Cheques as of 28/02/18

300773	Lake Mac Yacht Club	\$ 1,792.00
300774	Lake Mac Yacht Club	\$ 498.10
300784	L Zofrea	\$ 10.00
300924	Ian Jeffery	\$ 40.00
300926	Stephanie Marks	\$ 10.00
300930	Julie Scott Rees - Refund	\$ 20.00
300931	KPD Swim Club - Champs Food	\$ 526.00
300933	Central Coast Council - Champs Hire	\$ 8,406.00
300934	Lane 4 Aquatics - Speedo Sprints Hire	\$ 1,200.00
tfr	NSW Swimming - Speedo Sprints	\$ 963.00
tfr	NSW Swimming - Speedo Sprints	\$ 990.00
		<u>\$ 14,455.10</u>

Term Deposits

Due 16/07/2018 for 12 months @ 2.350%	\$ 11,244.23
Due 13/07/2018 for 12 months @2.35%	\$ 26,538.06
Due 3/12/2018 for 12 months @ 2.7%	\$ 21,782.78

Cash Reserve

Interest as at 28/02/18	\$	7.15	
Balance as per Statement 85			\$ 18,672.17

Debit Card

Opening Balance	\$	3,860.33	
Money In - Interest	\$	0.28	
Money Out - Officeworks	\$	108.99	
Balance as per statement 6	\$	3,751.62	

CASH TO BE BANKED

Float from Speedo Sprints	\$	120.00	
Speedo Sprints Sales	\$	1,189.00	
	\$	1,309.00	

ACCOUNTS TO BE PAID

Melissa Geale - Coach Scholarship	\$	895.00	
Jai Johnson - Coach Scholarship	\$	895.00	
Central Newcastle Swimming Club - Speedo Expenses	\$	100.00	
Swimming NSW - Hire of Electronic Timing Equip	\$	340.00	
Newcastle Embroidery - Polo Shirts, Embroidery, T- Shirts	\$	1,050.50	
Central Newcastle Swimming Club - Speedo Expenses	\$	403.08	
Australia Post - PO Box Renewal	\$	127.00	
	\$	3,810.58	

Michelle Gross

Signature

20.03.18

Date