

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

## **Edgeworth Sport & Recreation Club Tuesday, 17<sup>th</sup> April, 2018**

Meeting opened at 7.05 pm with Norm Roberts presiding.

### **1. ATTENDANCE**

Norm Roberts	David Richards	Jenny Schwetz	Michelle Gross	Russell Waugh
Phillip Hawke	Jacqui Currey	Ben Both	Michele Burley-Jones	

### **2. CONFLICTS OF INTEREST**

Nil declared.

### **3. APOLOGIES:** David Richards, Michelle Gross, Michele Burley-Jones, Ben Booth. Moved Jacki Mackintosh, 2<sup>nd</sup> Phil Hawke that apologies be accepted. Carried.

### **4. CONFIRMATION** - Minutes of previous meeting: Moved Russell Waugh 2<sup>nd</sup> Phil Hawke that the minutes of the previous meeting are a true and correct copy with the amendment that Jacqui Currey was a technical official at the Australian trials, not the Commonwealth Games. Carried

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

- 5.1. Draft proposal for summer championships has been sent to clubs for comment
- 5.2. Club Affiliation forms have been sent out

### **6. CORRESPONDENCE:**

#### **6.1. INWARDS**

- 6.1.1. Email-Robert Fietz: Query re swimsuits for Titans Swim meet
- 6.1.2. Email-Mark Heathcote: Date when CVSA AGM being held
- 6.1.3. Email-Greg Skinner: Beresfield SC Winter Swim
- 6.1.4. Email-NSW Office of the Children's Guardian: WWCC renewal information
- 6.1.5. Email-Lane 4 Aquatics: Invoice reminder-fwd: Treasurer
- 6.1.6. Email-Michelle Johnson: e-newsletter
- 6.1.7. Email-Michelle Johnson: e-newsletter
- 6.1.8. Email- Michelle Boon: Invoice-fwd: Treasurer
- 6.1.9. Email-Skye Hunter: Carnival entries-fwd: Competition Co-ordinator
- 6.1.10. Affiliation: Hunter SC, Titans SC, Charlestown SC, NUSwim SC, Swansea Sharks SC, West Wallsend SC,
- 6.1.11. Email-Newcastle Embroidery: Statement-fwd: Treasurer
- 6.1.12. Email-Michelle Johnson: e-newsletter
- 6.1.13. Email-Kincumber Pacific Dolphins SC: Application- host club-fwd: Competition Committee
- 6.1.14. Email-Kincumber Pacific Dolphins SC: Championship proposal
- 6.1.15. Email-Beresfield SC: invitation to attend Presentation Night
- 6.1.16. Email-Karlene Kiem: Attending AGM
- 6.1.17. Email-Hunter SC: Swim meet dates
- 6.1.18. Email-Michelle Johnson: e-newsletter
- 6.1.19. Email-Ritu Singla: Query re club affiliation

## 6.2. **OUTWARDS**

- 6.2.1. Jacqui Currey: Congratulations on appointment to Commonwealth Games
- 6.2.2. Email-Robert Fietz: SNSW swimsuit rules
- 6.2.3. Email-Mark Heathcote: Date of CVSA AGM
- 6.2.4. Email-CVSA clubs: Summer championship proposal
- 6.2.5. Email-Ritu Singla: Club affiliation

Moved Jacqui Currey 2<sup>nd</sup> 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. Swimming NSW AGM will be held on Saturday 28<sup>th</sup> July. Norm Roberts will be representing CVSA.
- 6.3.2. Swimming NSW Forum will after the conclusion of the AGM
- 6.3.3. Approve KPD as winter championships Host club Moved Russell Waugh 2<sup>nd</sup> Phil Hawke. Carried.
- 6.3.4. David Hinds will be attending Beresfield Presentation Night, Norm Roberts unable to attend

## 7. **REPORTS:**

### 7.1. **Treasurer** – Michelle Gross

Report tabled-copy attached.

Moved Russell Waugh 2<sup>nd</sup> Jacqui Currey that report be accepted and accounts approved for payment. Carried.

#### 7.1.1. Accounts approved for Payment

<b>Paid to</b>	<b>Details</b>	<b>\$</b>
Swimming NSW	ETE Hire Speedo/Dev meet	260.00

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

All results will only be available in pdf format on the CVSA website in accordance with a ruling from Swimming NSW. Team Manager and Meet Manager files can be requested from Swimming NSW for results for your club only.

Noted that Team Manager files will need to be removed from CVSA website.  
Moved Russell Waugh 2<sup>nd</sup> Phil Hawke that report be accepted.

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

Jr Est trip – 6 swimmers to date. Flyer to remind clubs to be sent out.  
Sponsorship has been gained from the Forum for Development squads.

7.4. **ATSC Convenor** – Jacqui Currey

Technical Official badges to be sent out.

7.5. **Property Officer**- Jacki Mackintosh

No report

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

No report

7.7. **Web Administrator** – Ben Booth

No report

7.8. **SNSW Development Officer for CVSA** – Michael Hyslop

No report

**8. GENERAL BUSINESS:**

8.1. Patrons for 2018/19.

Moved Russell Waugh that invitation be sent to Local members:

Sonia Hornery-Wallsend

Jodie Harrison-Swansea

Tim Crakanthorp-Newcastle

Clayton Barr-Cessnock

Yasmin Cately-Swansea

Adam Crouch-Terrigal

David Harris-Wyong

Greg Piper-Lake Macquarie

David Meehan-The Entrance

Liesl Tesch-Gosford

- 8.2. Books have ben sent to KLM Accountants
- 8.3. Electronic claims board – has been ordered from Chris by Norm Roberts. Noted that board is splash-proof, not water-proof, and is remote operated.
- 8.4. Honorarium for Management Committee:
- |                     |                              |
|---------------------|------------------------------|
| President           | \$250.00                     |
| Secretary:          | \$250.00                     |
| Treasurer:          | \$250.00                     |
| Meeting Attendance: | \$25.00 per meeting attended |
- Moved Jacqui Currey 2<sup>nd</sup> Phil Hawke. Carried.
- 8.5. Registration fee for 2018/19 to remain at \$4.00 per member (excluding Life Members). Moved Jacqui Currey 2<sup>nd</sup> Phil Hawke. Carried.
- 8.6. Reports for inclusion in Annual Report – President / Financial Statements / Competition / Selection & Development / Technical
- 8.7. Forum agenda items:
- Suggestions- Obtaining credentials / Picnic meets (Come & try) / Presentations from Development and Competition Committee
- 8.8. Swim Stripes Pop-up shop are seeking approval from PLC; they will then be in contact with CVSA to seek our approval.
- 8.9. Service award recipients approved.

**9. MEETING CLOSED: 7.51pm**

**10. NEXT MEETING: Tuesday,15<sup>th</sup> May, 2018-Edgeworth Sport & Recreation Club-7pm**

CHAIR: Norm Roberts

SECRETARY: Jenny Schwetz

## COAST AND VALLEY TREASURERS REPORT

March 2018

### Cheque Account

Forward

### Banked Inc

\$ 52,897.26

Interest	\$	3.70	
Membership - SAL	\$	204.00	
Carnival Entry - Speedo Sprints	\$	202.00	
Grant - CBA	\$	5,000.00	
Float from Speedo Sprints	\$	120.00	
Apparel - Speedo Sprints	\$	1,189.00	
	\$	<u>6,718.70</u>	\$ <u>6,718.70</u>
			\$ 59,615.96

### Exp Withdrawn

tfr	NSW Swimming - Speedo Sprints	\$	963.00	
tfr	NSW Swimming - Speedo Sprints	\$	990.00	
300933	Central Coast Council - Champs Hire	\$	8,406.00	
300935	Melissa Geale - Coach Scholarship	\$	895.00	
300942	Purnells Trophies	\$	218.00	
300944	Lake Mac Yacht Club	\$	386.90	
300941	Australia Post - Box Renewal	\$	127.00	
300943	Lake Mac Yacht Club	\$	714.00	
300938	Swimming NSW - Timing Equip Hire	\$	340.00	
		\$	<u>13,039.90</u>	\$ <u>13,039.90</u>
				\$ <u>46,576.06</u>

### BALANCE AS PER STATEMENT NO 104

### Unpresented Cheques as of 31/03/18

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
300928	Girl Winner Championships	\$	100.00
300929	Charlie Hawke Boy Champs Winner	\$	100.00
300930	Julie Scott Rees - Refund	\$	20.00
300931	KPD Swim Club - Champs Food	\$	526.00
300934	Lane 4 Aquatics - Speedo Sprints Hire	\$	1,200.00

300936	Jai Johnson - Coach Scholarship	\$	895.00
300937	Central Newcastle Swimming Club	\$	100.00
300939	Newcastle Embroidery	\$	1,050.50
300940	Central Newcastle Swimming Club	\$	403.08

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**\$ 6,744.68**

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### 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 31/03/18

<b>Balance as per Statement 85</b>	\$	7.41	\$	18,679.58
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### Debit Card

<b>Opening Balance</b>	\$	<b>3,751.62</b>
Money In - Interest	\$	0.29
Money Out - Sydney Olympic Park	\$	15.00
<b>Balance as per statement 6</b>	<b>\$</b>	<b>3,736.91</b>

### CASH TO BE BANKED

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### ACCOUNTS TO BE PAID

300945	Swimming NSW - Timing Equip	\$260.00
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**\$260.00**

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Michelle Gross

Signature

20.03.18

Date