

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

## **Edgeworth Sport & Recreation Club Tuesday, 20 August, 2019**

Meeting opened at 7.02pm with Norm Roberts presiding.

### **1. CONFLICTS OF INTEREST**

Nil declared.

### **2. ATTENDANCE**

Norm Roberts	Greg Skinner	Jenny Schwetz	Michelle Gross	Blinda Francis-Smith
Trish Roberts	Jacqui Currey			

- 3. APOLOGIES:** Jacki Mackintosh, Phillip Hawke, Michael Hyslop (Swimming NSW Regional Development Officer). Moved Blinda Francis-Smith 2<sup>nd</sup> Jacqui Currey that apologies be accepted. Carried.

- 4. CONFIRMATION** - Minutes of previous meeting: Moved Michelle Gross 2<sup>nd</sup> Greg Skinner that the minutes of the previous meeting are a true and correct copy. Carried.

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

- 5.1. Term Deposit rollover – Michelle Gross advised that term deposits have been rolled over
- 5.2. Mediation- Michael Hyslop advises that he was unable to find a mediator. Complainants advised. Response has been received from John Hart- SNSW MPIO advised. Chris Fydler (Swimming NSW President) has requested that all documentation be sent to Swimming NSW office.
- 5.3. Computer still to be purchased
- 5.4. Approve TO Awards – Moved Blinda Francis-Smith 2<sup>nd</sup> Jacqui Currey. Carried.
  - 5.4.1. Technical Official of the Year: Russell Waugh
  - 5.4.2. Encouragement Award: Taylah Press
- 5.5. Swimming NSW-Medical Clearance policy-Jacqui Currey still following up with SNSW TSC
- 5.6. Lucy Wicks- letter has been sent
- 5.7. Swim League has been taken over by Swimming NSW from 1 October

### **6. CORRESPONDENCE:**

#### **6.1. INWARDS**

- 6.1.1. Frame today: Invoice
- 6.1.2. Email-Michelle Johnson: e-newsletter
- 6.1.3. Email-Kelly Gambrill: Query re Swim Central meet entries-fwd: Competition Co-ordinator
- 6.1.4. Email-NSW Office of Sport-e-newsletter
- 6.1.5. Email-Mark Heathcote: 2019 AGM & Forum-Delegate reminder
- 6.1.6. Email-Team Elite: Merchandise flyer
- 6.1.7. Email-Newcastle Embroidery: Invoice
- 6.1.8. Email-Purnell Trophies: Invoice

- 6.1.9. Email-Lindsay Fox: Assessment for Patrick Macindoe (Valley Aquatic)-fwd: ATSC Co-ordinator
- 6.1.10. Email-Maitland pool: will advise costing
- 6.1.11. Email (Russell Waugh)-InkStation: Invoice
- 6.1.12. Email-Quest Newcastle West: Invoice
- 6.1.13. Email-Michelle Johnson: e-newsletter
- 6.1.14. Email-PLC: Review of booking-summer championships
- 6.1.15. Email-Jill Elliot: Swim Central list of upcoming meets-fwd: Competition Co-ordinator
- 6.1.16. David Harris MP: Acceptance as Patron
- 6.1.17. Greg Piper MO: Acceptance as Patron
- 6.1.18. Email-Maitland Pool: Pool Booking
- 6.1.19. Email (Russell Waugh)-Nelson Bay SC: Meet approval
- 6.1.20. Email-Justin Clark (Funky Trunks & Funkita): Sponsorship – fwd President
- 6.1.21. Email-Purnell Apparell: Cap design
- 6.1.22. Email-Purnell Trophies: Meeting
- 6.1.23. Email-Kyle Gregory: Date for summer champs
- 6.1.24. Email-Sharon Antonir: Entries for KPD Meet-fwd: KPD Secretary
- 6.1.25. Email-CVSA Clubs: Golf Day fundraiser-request for support
- 6.1.26. Email-Purnell Apparell: Cap design
- 6.1.27. Email-Purnell Trophies: Request for costings-fwd: President
- 6.1.28. Email-Sonia Hornery: Grant e-news
- 6.1.29. Email-Purnell Trophies: Artwork-medals, caps polo & hoodie
- 6.1.30. Email-Phillip Hawke: Lake Macquarie Games
- 6.1.31. Email-West Wallsend Indoor SC: Lake Macquarie Games-parent concerns
- 6.1.32. Email-Jacqui Mackintosh: Club Championship meet approval
- 6.1.33. Email-WWI SC President: Club Championships-meet approval
- 6.1.34. Email-Vinh Tran: Lane Ropes to Leadership camp-2019
- 6.1.35. Email-Mark Heathcote: Area Presidents Meeting
- 6.1.36. Email-Glenn Crawford: Reminder-AGM and Annual summary of financial affairs (Form A12)
- 6.1.37. Email-Beresfield SC: Application to host Speedo Sprints-fwd: Russell Waugh, Blinda Francis-Smith
- 6.1.38. Email-Michelle Johnson: e-newsletter
- 6.1.39. Email-KPD race Secretary: Query re MM files-fwd: Blinda Francis-Smith
- 6.1.40. Email-KLM Accountants: Financial Statement
- 6.1.41. Email-John Hart: Mediation
- 6.1.42. Email-West Wallsend Indoor SC: List of TO's for 2020 Combination meet & copy of program-fwd: Blinda Francis-Smith, Jacqui Currey
- 6.1.43. Email- John Hart: Invitation of Officials for KPD Meet
- 6.1.44. Email-Greta Brodie: Area Fees
- 6.1.45. Email-John Hart: Copy of email sent to clubs requesting TO's for September meet
- 6.1.46. Email-Hunter Valley Allstars: Request for CVSA registration fees for 2019/20
- 6.1.47. Email-NuSwim SC: MM file and list of TO's
- 6.1.48. Email-Sharonne Antonir: Opening of meet entries for KPD meet-fwd: KPD
- 6.1.49. Email-John Hart: Swim Rocks- Officiating-fwd: Management, CVSA Clubs
- 6.1.50. Email-NSW Office of Sport: Sports Shorts August 2019

## **6.2. OUTWARDS**

- 6.2.1. Email-Mark Heathcote: Delegate nomination-SNSW AGM & Forum
- 6.2.2. Email-Purnell Trophies: AGM Order
- 6.2.3. Email (CVSA Development)-Leonie O'Sheades: Development
- 6.2.4. Email (CVSA Development)-Donna McGovern: Development
- 6.2.5. Email (Competition)-CVSA clubs: Meet Approval
- 6.2.6. Email-PLC: Booking form
- 6.2.7. Email-Maitland Pool: Pool availability-Speedo heats

- 6.2.8. Email-CVSA Clubs: Application for host club-summer champs/Speedo heats/Development meet
- 6.2.9. Email (CVSA Development)-Donna McGovern: Development
- 6.2.10. Email-Michael Hyslop: Mediation
- 6.2.11. Email-Mark Heathcote: Development Financial Agreement
- 6.2.12. Email-Maitland pool: Costings for pool hire
- 6.2.13. Lucy Wicks MP: Peninsular Leisure Centre issues
- 6.2.14. Email-John Hart: Mediation
- 6.2.15. Email-Maitland Pool: Speedo booking
- 6.2.16. Email (Russell Waugh)-CVSA Clubs: Meet Approval
- 6.2.17. Email-PLC: Booking confirmation (hours)
- 6.2.18. Email-CVSA Clubs: AGM & Forum Agendas
- 6.2.19. Email-Kyle Gregory: Date for Summer champs
- 6.2.20. Email-Entries for KPD meet
- 6.2.21. Email- Beresfield SC: Officials for December meet-fwd: Russell Waugh, Blinda Francis-Smith
- 6.2.22. Email-Arnolds Swim Centre: Golf Day
- 6.2.23. Email-N & B Russell Building: Golf Day
- 6.2.24. Email-Hunter Valley Allstars SC: Review of fees undertaken at August meeting

Moved Trish Roberts 2<sup>nd</sup> Greg Skinner that correspondence inwards be dealt with as read and correspondence outwards be approved. Carried.

### 6.3. **Business Arising from Correspondence:**

- 6.3.1. Maitland Pool- pool booked, awaiting Council booking forms to be available
- 6.3.2. Summer champs booking:
  - 6.3.2.1. Friday-centre closes 7pm – booking until 8pm
  - 6.3.2.2. Sunday-centre opens 8am – booking from 7am
  - 6.3.2.3. Additional fee is \$385 per hour.
- 6.3.3. Confirmed that caps do not have to have manufacturer's logo. Moved Jacqui Currey 2<sup>nd</sup> Greg Skinner that design be approved. Carried
- 6.3.4. Lake Macquarie Games- concerns re parents querying times with lane TK
  - Parents checking turns
  - Parents filming turns swimmers other than their own.
  - Noted that CVSA cannot reasonably enforce the use of cameras unless there is interference with the technical officials ability to do their job.
- 6.3.5. Lane Ropes to Leadership camp – applications close 1<sup>st</sup> September
- 6.3.6. Area Presidents' Meeting- 2<sup>nd</sup> November: Agenda items to be submitted by 19<sup>th</sup> September. Norm Roberts will be attending as CVSA representative
- 6.3.7. Moved Blinda Francis-Smith 2<sup>nd</sup> Greg Skinner that registration fee for 2019-20 season be increased to \$6. Carried.

## 7. **REPORTS:**

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

Report tabled-copy attached.

#### 7.1.1. Accounts approved for Payment

<b>Paid to</b>	<b>Details</b>	<b>\$</b>
Frame today	Awards	215.00
Newcastle Embroidery	Team Manager shirts-Development	459.00

Purnell Trophies	Awards	125.00
Ink Station (RW)	Printer toner cartridge	30.76
Quest Newcastle West	Accommodation-Guest Coach (Dev)	200.00
Fair Trading	Annual Statement-Form A12	47.00
Management Committee	Honorariums	3325.00
Officeworks	Printing-Annual Reports	428.00
Hunter SC	Catering-Achievers Meet	195.00

Moved Michelle Gross 2<sup>nd</sup> Blinda Francis-Smith that report be accepted and accounts approved for payment. Carried.

#### 7.2. **Competition Committee Co-ordinator** – Blinda Francis-Smith

Woy Woy SC have not booked the pool for their swim meet, and the approved date has been allocated by Peninsular Leisure Centre to the Masters event.

Suggest that the 5<sup>th</sup> or 6<sup>th</sup> October is the only available date for Woy Woy meet. To be confirmed.

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

No report

#### 7.4. **ATSC Convenor** – Jacqui Currey

No report

#### 7.5. **Property Officer**- Jacki Mackintosh

No report

#### 7.6. **Publicity Officer** –

Correspondence to and from Valley Aquatic Swim Club regarding their Swim meet scheduled 11<sup>th</sup> August, 2018

I would also like to make note that clubs need to seek out their required Technical Officials and then allocate them to the positions that they have requested. This could be a point of interest at the Annual General Meeting.

Moved Jacqui Currey 2<sup>nd</sup> Greg Skinner that report be accepted. Carried.

#### **7.7. Web Administrator –**

No report

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

No report

### **8. GENERAL BUSINESS:**

8.1. Financial Statements for Year ended 31 March 2019 received from accountants

8.1.1. In the opinion of the Members of the Committee:

- a) the Association is not a reporting entity;
- b) at the date of this statement there are reasonable grounds to believe that the Association will be able to pay its debts as and when they fall due.

Moved Michelle Gross 2<sup>nd</sup> Jacqui Currey. Carried.

8.2. Speedo heats pool booking: Verbal from Chad (Maitland pool team leader)

- 8.2.1. Pool is available on 1<sup>st</sup> Feb – have only booked 50m pool
- 8.2.2. Booking fee is \$156.80
- 8.2.3. Entry fee for Competitors - \$3.70
- 8.2.4. Entry fee for Spectators - \$2.70
- 8.2.5. Officials free – to sign book on arrival
- 8.2.6. Council Booking form not yet available-to be followed up

8.3. Appointment of

- 8.3.1. Publicity Officer - Trish Roberts
- 8.3.2. Web Administrator- Greg Skinner

Moved Michelle Gross 2<sup>nd</sup> Jacqui Currey. Carried.

8.4. Appointment of Vice President to fill casual vacancy – Moved Jacqui Currey 2<sup>nd</sup> Blinda Francis-Smith that Greg Skinner be appointed. Carried.

8.5. Appointment of Individual member to fill casual vacancy – remainder of term (1 year) Expressions of Interest to be called for.

- 8.6. Achievers Meet: catering expenses \$195 to be paid to Hunter SC. Moved Greg Skinner 2<sup>nd</sup> Michelle Gross. Carried.
- 8.7. President's Report- SNSW AGM and SNSW Presidents' Meeting tabled-copy attached. Moved Greg Skinner 2<sup>nd</sup> Michelle Gross that report be accepted. Carried.
- 8.8. Golf Day-
- 8.8.1. Report & spreadsheet tabled-copy attached (Narelle Murphy). Moved Blinda Francis-Smith 2<sup>nd</sup> Jacqui Currey that report be accepted. Carried. Noted that Narelle is doing a magnificent job organising raffle prizes and club teams.
- 8.9. Spreadsheet for club swim meet TO's attached. Clubs are beginning to send in names of club TO's who will be working at their club meet.
- 8.10. Moved Blinda Francis-Smith 2<sup>nd</sup> Greg Skinner that recommendation that Meet entry fee be increased to \$9 per event. Carried.
- 8.11. Swimming NSW as advised that Swim Central presentation will be given by Greta Brodie.
- 8.12. Nat Area Rep team apparel- to be followed up.
- 8.13. Change of account signatories – Greg Skinner to be added as a signatory to all accounts and Blinda Francis-Smith is to be removed. Moved Michelle Gross 2<sup>nd</sup> Jacqui Currey. Carried.
- 8.14. Debit card-Blinda Francis-Smith- to organised by Treasurer.
- 8.15. Domain name for CVSA-to be organised by Blinda Francis-Smith. Moved Blinda Francis-Smith 2<sup>nd</sup> Greg Skinner. Carried
- 8.16. Russell Waugh has handed in his CVSA debit card to Treasurer.
- 8.17. Quote for new Epsom projector - \$687 from Officeworks. Moved Jacqui Currey 2<sup>nd</sup> Greg Skinner that projector be purchased. Carried.
- 8.18. Moved Michelle Gross 2<sup>nd</sup> Trish Roberts that \$2500 be transferred to debit card account. Carried.

## **9. MEETING CLOSED 8.10pm**

## **10. NEXT MEETING: 17<sup>th</sup> September, 2019.**

CHAIR: Norm Roberts

SECRETARY: Jenny Schwetz

# COAST AND VALLEY TREASURERS REPORT

As At 31 July 2019

<b>Cheque Account</b>				
Forward				\$ 70,078.33
<b>Income</b>				
	Interest	\$ 6.36		
	CBA Area Development Grant	\$ 5,000.00		
	Area Fees - SAL	\$ 14,698.00		
	Narelle Murphy - bounce back incorrect bank details	\$ 25.00		
		\$ -		
		\$ 19,729.36		
				<b>\$ 89,807.69</b>
<b>Expenses</b>				
	Be the Best Me - Balance owing	\$ 2,049.30		
	Purnells Trophies	\$ 745.00		
	NuSwim Donation - Development Day BBQ	\$ 200.00		
	West Wallsend Entries - Lake Mac Games	\$ 1,650.00		
	Nusport Forum - Development Day Venue Hire	\$ 260.00		
	Greg McWhirter - Development Day Coach	\$ 500.00		
	Quest Hotel - Development Day Accomodation	\$ 200.00		
	Newcastle Embroidery	\$ 3,078.00		
	Narelle Murphy - Reimburse for Shirt	\$ 25.00		
	Championship Refunds	\$ 282.00		
300982	Cassie Van Brugel - Female Winner of Champs	\$ 100.00		
300983	Central Coast Council	\$ 9,471.00		
300984	Arnolds Swim School - Donation for Development Day	\$ 500.00		
		\$ -		
		\$ 19,060.30		
<b>BALANCE AS PER STATEMENT</b>				<b>\$ 70,747.39</b>
<b>Unpresented Cheques as of 31/07/19</b>				
		\$ -		
		\$ -		
<b>Term Deposits</b>				
Due 13/07/2019 for 12 months @2.35%		\$ 624.72	\$ 27,786.42	
Due 16/07/2019 for 12 months @ 2.350%		\$ 264.69	\$ 11,773.16	
Due 3/12/2019 for 12 months @ 2.7%			\$ 22,228.54	
<b>Cash Reserve (077)</b>				\$ 18,784.01
Interest as at 31/07/19		\$ 3.62		
<b>Balance as per Statement</b>				<b>\$ 18,787.63</b>
<b>Debit Card (534)</b>				
<b>Opening Balance</b>				\$ 1,931.54
<i>Money In</i>	Interest	\$ 0.13		\$ 1,931.67
<i>Money Out</i>	Juice Dr Uni - Development Weekend	\$ 306.30		
	Frame Today - AGM Gift	\$ 215.60		
	Ink Station - Ink	\$ 30.76	\$ 552.66	
<b>Balance as per statement as at 31/07/19</b>				<b>\$ 1,379.01</b>
<b>Fund Raising Account (236)</b>				
<b>Opening Balance</b>				\$ 1,464.62
<i>Money In</i>	Interest	\$ 0.14		
	Donation - MB Engineering	\$ 500.00		
<i>Money Out</i>		\$ -		
<b>Balance as per Statement as at 30/06/19</b>				<b>\$ 1,964.76</b>
<b>ACCOUNTS TO BE PAID</b>				

## **REPORT FROM SWIMMING NSW**

### **ANNUAL GENERAL MEETING**

#### **HELD SATURDAY 27<sup>TH</sup> JULY 2019**

As per the agenda items there were a number of items that required voting on which were changes to the Swimming NSW Constitution relating to the Board of Swimming and its makeup. All these notices of motion were discussed and then presented to those present at the AGM for their approval, all the motions were passed and will now be implemented over the coming season. I will have the relevant papers for anyone to see at the meeting along with the annual report.

At the Presidents' get together on Friday night a number of issues were discussed in an informal meeting, these were:

- Swim League: Swimming NSW now has purchased Swim League from Adam Biesler and now own the franchise. Adam will give his presentation at Saturday's Forum following the AGM.
- Swim Central; All areas are having many issues with this system and all Presidents expressed concerns with the system and asked how long it will be before this system is operational with no issues.
- Chris Fydler spoke on reasons for the new Board positions and why they are needed.
- At the Forum on Saturday Adam Bisler gave a presentation on Swim League and informed all that he will be fully employed by Swimming NSW as from the 1<sup>st</sup> of September to run and organise the Swim League program. He stated that he will be visiting all Areas to promote the program and help set this meet up within the areas.

Prior to the meeting on Friday night I had a private meeting with Mark Heathcote at the Swimming NSW office to go over a few issues that are relevant to our area, these were:

- What was the impact going to be on the Area with Swim League franchise now owned by State and give nthat we had an agreement with Swim League that they would not impact with swim meets in the Area.

Mark stated that they would be going ahead under the same guidelines as now existed and was not looking too take anything away from clubs that run meets to raise funds.

- The other issue that I discussed with Mark was the article that was produced by the Central Coast Academy of Sport stating the Swimming NSW was backing this Organisation. Mark stated that they have no association with them and do not wish to be involved with them and have spoken to them about using Swimming NSW as a supporting body with their approval.

Norm Roberts



## **AUGUST GOLF DAY REPORT**

### **GOLF TEAMS**

Norm Roberts Paid

### **WILL BE ATTENDING**

Valley Aquatic Swim Club

Titans Swim Club 2 Teams

Anthony Watson

Edgeworth Bowling Club possibly 2 Teams

### **SPONSORSHIP**

5 Star Swim Centre Debbie Tattoli

Arnolds Swim Centre

Regent Street Physio

ITalk Travel

### **RAFFLE**

#### **Received**

Coghlan's Swim Centre goggles kick board & cap

Michael Hyslop signed cap from Bradley Woodward framed

Trish Roberts Nutri Medics

Narelle Murphy Cheese Board & Knife made by The Cove Men's Shed

Kurri Aquatic Centre Kick Board Mesh Bag & Goggles.

#### **Pledges**

Judith Duma Tupperware

Fashion Fish Sally Atkins Towel & Voucher

Tuition Wearhouse

Stockton Beach Chemist

Flick & Berry Dress Shop Stockton \$20 Voucher

T&G Family Meats Stockton

Halo Hair Culture Stockton Voucher

Sellers Meats Merewether Meat Tray

Beaton's Butchers Jewellstown Norm

James & Carol Jewellstown Newsagency Norm

Seachange Café Jewellstown Norm

Nutrition Wearhouse

Coles Waratah

Narelle Murphy

2019 Golf Day

August Report

## **CVSA Golf Day -10 November 2019**

<b>Sponsors</b>	<b>Business Contact</b>	<b>Paid</b>
iTalk Travel Warners Bay		Y
Regent Street Physio		Y
5 Star Swim School	Debby Tattoli	Y
MB Engineering	Mark Breasley	Y
Arnold Swim Centre	Kerry / Shane	Y
N & B Russell Building	Nathan Russell	TBC
Adtech Eco		TBC
Newcastle Embroidery		TBC

### **DONORS**

#### **Received**

Goggles kick board & cap	Coghlan's Swim Centre
Signed cap from Bradley Woodward framed	Michael Hyslop
Nutri Medics	Trish Roberts
Cheese Board & Knife made by The Cove Men's Shed	Narelle Murphy
Kick Board Mesh Bag & Goggles.	Kurri Aquatic Centre

#### **Pledges**

Towel & Voucher	Fashion Fish Sally Atkins
Beaton's Butchers Jewellstown	
Coles Waratah	
Flick & Berry Dress Shop Stockton \$20 Voucher	
Halo Hair Culture Stockton Voucher	
James & Carol Jewellstown Newsagency	
Nutrition Wearhouse	
Seachange Café Jewellstown	
Sellers Meats Merewether Meat Tray	
Stockton Beach Chemist	
T&G Family Meats Stockton	
Tuition Wearhouse	
Tupperware	Judith Duma

### **TEAMS**

Norm Roberts	1 team
Edgeworth Bowling Club-David Hinds	1 or 2 teams
Valley Aquatic Swim Club	2 Teams
Titans Swim Club	
Anthony Watson	

Club	Date	Venue	Type	Nominated Technical Officials
Woy Woy	13th October	Woy Woy PLC	Qualifying	
Nuswim (twilight)	19th October	The Forum	Qualifying	
Mingara	26th October	Mingara	Combination	
Titans	2nd November	Woy Woy PLC	Development	
Hunter	9th November	Lambton	Combination	
CVSA Golf Day	10th November	Merewether Golf Course	FUN	N.A.
Singleton	15-16th November	Singleton	Qualifying	
CVSA Championships	29th Nov-1st Dec	Woy Woy PLC	Championships	CVSA
Nelson Bay				
Beresfield	8th December	Beresfield	Development	Jacqui Currey Darcy Currey Tony Sales Fiona Sales Renae Jenkins
Speedo Heats	1st Feb 2020	Maitland	Open	CVSA
Mingara	7th February	Mingara	Qualifying	
CVSA Development	15th February	TBA	Development	CVSA
Coalfields	23rd February	Cessnock	Picnic	N.A.
Maitland	1st March	Maitland	Picnic	N.A.
West Wallsend	22nd March	West Wallsend	Development	Jacki Mackintosh- Referee Nicole Stacey - Starter Susannah Williams - Marshall Charles Mackintosh - CTK Joy Hirst-Announcer Bernie Heald (A Check Starter Bruce Heald Peter Sellars Shane Oberaker Tina Daly (A-Marshalling)
Valley Aquatic	11th August	Kurri Kurri		

Patrick Macindoe (A-chief TK)  
Melissa Pearce (A-Recorder)