

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

Edgeworth Sport & Recreation Club Tuesday, 17th September, 2019

Meeting opened at 7.04pm with Greg Skinner presiding.

1. **CONFLICTS OF INTEREST**

Nil declared.

2. **ATTENDANCE**

	Greg Skinner	Jenny Schwetz	Michelle Gross	Blinda Francis-Smith
Phillip Hawke	Jacqui Currey	Jacki Mackintosh		

3. **APOLOGIES:** Norm Roberts, Trish Roberts, Michael Hyslop (Swimming Regional NSW Development Officer). Moved Blinda Francis-Smith 2nd Jacqui Currey that apologies be accepted. Carried.

4. **CONFIRMATION** - Minutes of previous meeting: Moved Jacqui Currey 2nd Blinda Francis-Smith that the minutes of the previous meeting are a true and correct copy. Carried.

5. **BUSINESS ARISING** from the minutes

- 5.1. Valley Aquatic – Application received to host summer champs. Moved Blinda Francis-Smith 2nd Phil Hawke that Valley Aquatic SC be approved to host summer champs. Carried.
- 5.2. Agenda items-Area Presidents' meeting- 2nd November. No agenda items received from CVSA clubs by closing date
- 5.3. Maitland pool booking form- not yet available

6. **CORRESPONDENCE:**

6.1. **INWARDS**

- 6.1.1. Jenny Aitchison Member for Maitland: Acceptance as Patron
- 6.1.2. Email-Mingara SC: Meet Officials and program
- 6.1.3. Email-Michelle Johnson: e-newsletter
- 6.1.4. Email-Hooly Gawn: Change of email address
- 6.1.5. Email-Greta Brodie: Swim Central presentation
- 6.1.6. Email-Central Coast Council: Grants
- 6.1.7. Email-Nigel Jones: Glencore General Grants program-fwd: President
- 6.1.8. Email-Vinh Tran: 2019 Lane Ropes to Leadership program
- 6.1.9. Email-Janette Kinkade: EOI Management Committee
- 6.1.10. Email- Purnell Trophies: Query re number of caps required
- 6.1.11. Email-Maitland Pool: Booking form not yet available
- 6.1.12. Email- Valley Aquatic SC: Application to host summer champs
- 6.1.13. Email-Valley Aquatic SC: Golf day- entering team of 4
- 6.1.14. Email-Novocastrian SC: Affiliation form
- 6.1.15. Email-Josh Karp: Swim Central club banking details
- 6.1.16. Email-Michelle Johnson: e-newsletter
- 6.1.17. Email-Save Edwards: EOI Selection & Development Committee
- 6.1.18. Emailmeform: Copy of completed Area Affiliation form

- 6.1.19. Email-WWI SC: Copy of TM results for Valley Aquatic-fwd: Competition Co-ordinator
- 6.1.20. Email: Megan Donegan: Lifting of suspension
- 6.1.21. Email-NUSwim SC: Confirmation of lifting of suspension-fwd: President/ATSC Co-ordinator
- 6.1.22. Email (Phillip Hawke)-Italk travel: costings for 12 seater van-Nat A camp
- 6.1.23. Email-Michelle Johnson: e-newsletter
- 6.1.24. Email-Swim Central Support: Registration information
- 6.1.25. Email-Karen Tan: Availability for KPD meet
- 6.1.26. Email-Woy Woy SC: TO's for October swim meet.
- 6.1.27. Email-KLM Accountants: Invoice-fwd: Treasurer
- 6.1.28. Email-John Hart: Assessments at KPD meet
- 6.1.29. Email-warnersbay italk travel: Confirmation of booking 12 seater mini bus
- 6.1.30. Email-KPD SC: TO's for club meet-fwd: ATSC & Management Committees
- 6.1.31. Email-Vinh Tran: 2019 Lane Ropes to Leadership Camp
- 6.1.32. Email-Electorate Office Terrigal: Community Building Partnership Funding
- 6.1.33. Email-Woy Woy SC: Technical Officials- October Club meet-fwd: ATSC Co-ordinator
- 6.1.34. Email-Purnell Trophies: Cap prices
- 6.1.35. Email-italktravel Warners Bay: Invoice-fwd: Treasurer
- 6.1.36. Email-Purnell Trophies: Swim Caps-fwd: President
- 6.1.37. Email-Michelle Johnson: e-newsletter
- 6.1.38. Email-Ian Schumacher: Swim Central fees-fwd: Swimming NSW
- 6.1.39. Email-NSW Office of Sport: Sports Shorts
- 6.1.40. Email-Dean Edwards: Entries for KPD meet-fwd: KPD SC
- 6.1.41. Email-KLM Accountants: Invoice payment reminder-fwd: Treasurer
- 6.1.42. Email-KPD SC: Updated September swim meet and timeline-fwd: Competition Co-ordinator & Website Administrator
- 6.1.43. Email-Sue Westwood: Request for report

6.2. OUTWARDS

- 6.2.1. Yasmin Cately MP: Patron
- 6.2.2. Adam Crouch MP: Patron
- 6.2.3. Greg Piper MP: Patron
- 6.2.4. Jenny Aitchison MP: Patron
- 6.2.5. David Harris MP: Patron
- 6.2.6. Sonia Hornery MP: Patron
- 6.2.7. Email-CVSA Clubs: EOI for Management, Selection & Development, and ATSC Committees
- 6.2.8. Email-CVSA Clubs: Increase in registration fee for members
- 6.2.9. Email-Valley Aquatic SC: Application to host summer champs
- 6.2.10. Email-CVSA Clubs: Agenda items for Presidents' Meeting
- 6.2.11. Email- Maitland pool: Booking form
- 6.2.12. Email-Swimming NSW: Increase in registration fee for Members
- 6.2.13. Email- CVSA TO's: Call for assistance-KPD meet
- 6.2.14. Email (Phil Hawke): Invitation Nat A camp

Moved Jacqui Currey 2nd Blinda Francis-Smith that correspondence inwards be dealt with as read and correspondence outwards be approved. Carried

6.3. **Business Arising from Correspondence:**

- 6.3.1. EOI-Janette Kinkade: Individual Member-Management Committee –Moved Jacqui Currey 2nd Phil Hawke that Janette Kinkade be appointed to fill casual vacancy. Carried
- 6.3.2. EOI-Steve Edwards: Moved Phil Hawke 2nd Blinda Francis-Smith that Steve Edwards be appointed as a Member Selection & Development Committee. Carried.
- 6.3.3. WWI results from Valley Aquatic-Blinda Francis-Smith
- 6.3.4. Purnell have found an alternate supplier – caps can be sourced for \$6 each. Purnell have offered to do a standard cap (design attached) with the logo printed over the top. Moved Phil Hawke 2nd Jacqui Currey that design be approved and caps ordered.
- 6.3.5. Congratulation to the successful members accepted into the Lane Ropes to Leadership Camp:

Che Van Beek	Macquarie Shores
Natalia Hotham	Mingara Aquatic
Mia Sargeant	NUSwim
Fox Smith	Titans
Isabella Speziale	Titans
Tyson Scicluna	Titans
Reece Barton	West Wallsend Indoor
Nicholas Hamilton	West Wallsend Indoor
- 6.3.6. New online training course available from Swimming NSW: Dolphin Timing System Operator
- 6.3.7. Sue Westwood-request for report. Reply to be sent to Club secretary.

7. **REPORTS:**

7.1. **Treasurer** – Michelle Gross

Report tabled-copy attached.

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

7.1.1. Accounts approved for Payment

Paid to	Details	\$
KLM Accountants	Fees for Financial statements 2018 & 2019	1760.00
Italk Travel	Hire of mini bus-Nat A	840.00

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

- 7.2.1. Report tabled-copy attached. Moved Blinda Francis-Smith 2nd Jacki Mackintosh that report be accepted.
- 7.2.2. Moved Blinda Francis-Smith 2nd Jacki Mackintosh that Competition Co-ordinator be permitted to temporarily close off club meet entries to allow entry numbers

to be checked. This will allow club meets to be kept to the recommended time limits. Carried.

7.2.3. Age limit for 800m and 1500m events to be 11/O with a QT. Moved Blinda Francis-Smith 2nd Phillip Hawke. Carried.

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

- NAARS Camp Team Managers: Moved Phil Hawke 2nd Jacki Mackintosh that Jacqui Currey & Darcy Currey be appointed. Carried.
- NAARS Meet - ?similar to Achievers meet. This meet has been set up, approved and run by Swimming North Coast. Helen Green from SNC will run the meet.
- Dolphin timing gear offered by Beresfield SC for NAARS Meet
- NAARS uniform has been ordered from Purnells. Moved Phil Hawke 2nd Jacki Mackintosh that approval for invoice to be sent to CVSA and other Areas to reimburse CVSA. Carried.
- A second mini bus will need to be organised for NAARS camp – Darcy Curry will be the nominated Driver. Moved Phil Hawke 2nd Blinda Francis-Smith that bus hire be approved. Carried. Phil Hawke to organise hire.
- Account for balance of payment for hire of camp- venue to be paid.
- Michael Hyslop to be requested to supply details of NAARS camp proposal before payment can be organised

7.4. **ATSC Convenor** – Jacqui Currey

No report.

7.5. **Property Officer**- Jacki Mackintosh

No report.

7.6. **Publicity Officer** – Patricia Roberts

Report from CVSA AGM to be tabled.

7.7. Web Administrator – Greg Skinner

No report

7.8. SNSW Development Officer for CVSA – Michael Hyslop

Report tabled-copy attached. Moved Jenny Schwetz 2nd Jacqui Currey that report be accepted. Carried.

8. GENERAL BUSINESS:

8.1. Golf Day:

- 8.1.1. Tee off time – 7am
- 8.1.2. Norm to confirm numbers in October
- 8.1.3. Order for Platters has been confirmed
- 8.1.4. Room hire - \$200

8.2. Country Regional meet to be held at Peninsular Leisure Centre over the weekend of 25/26 January, 2020.

9. MEETING CLOSED 8.35pm

10. NEXT MEETING: Tuesday, 15 October, 2019-Edgeworth Sport & Recreation Club-7pm

CHAIR: Greg Skinner

SECRETARY: Jenny Schwetz

COAST AND VALLEY TREASURERS REPORT

As At 31 August 2019

Cheque Account				
Forward				
Income				\$ 70,747.39
	Interest	\$ 5.75		
	Swim Central	\$ 298.00		
	National A's	\$ 1,050.00		
	Championship Refunds - bounce back	\$ 44.00		
	David Harris - MP - Donation	\$ 100.00		
	Sonary Honery - MP - Donation	\$ 100.00		
	Narelle - Jam Sales	\$ 61.00		
		\$ -		
		\$ 1,658.75		
Expenses				\$ 72,406.14
	Championship Refunds	\$ 88.00		
300985 - 300994	Honararium Cheques	\$ 1,450.00		
	Purnells Trophies	\$ 256.00		
	University of Newcastle - Venue Hire - Development Day	\$ 880.00		
	Transfer to 534	\$ 2,500.00		
	Transfer to 236	\$ 61.00		
	Narelle Murphy - Reimburse for Shirt	\$ 25.00		
		\$ 5,260.00		
BALANCE AS PER STATEMENT				\$ 67,146.14
Unpresented Cheques as of 31/08/19				
300985 - 300994	Honararium Cheques	\$ 1,875.00		
300995	Dept of Fair Trading	\$ 44.00		
	Norm Roberts - Jaycar - Reimburse	\$ 9.00		
		\$ -		
		\$ 1,928.00		
Term Deposits				
	Due 13/07/2019 for 12 months @2.35%			\$ 27,786.42
	Due 16/07/2019 for 12 months @ 2.350%			\$ 11,773.16
	Due 3/12/2019 for 12 months @ 2.7%			\$ 22,228.54
Cash Reserve (077)				\$ 18,787.63
	Interest as at 31/08/19	\$ 2.31		
Balance as per Statement				\$ 18,789.94
Debit Card (534)				
Opening Balance				\$ 1,379.01
<i>Money In</i>	Interest	\$ 0.11		
	Transfer from 702	\$ 2,500.00		
				\$ 3,879.12
<i>Money Out</i>	Bunnings	\$ 77.98		
	Officeworks	\$ 428.00		
	Harvey Norman	\$ 59.00		
	Taste of Thai - AGM Food	\$ 300.00		
	Officeworks	\$ 687.00		
		\$ -		\$ 1,551.98
Balance as per statement as at 31/07/19				\$ 2,327.14
Fund Raising Account (236)				
Opening Balance				\$ 1,964.76
<i>Money In</i>	Interest	\$ 0.19		
	italk Travel - Donations	\$ 250.00		
	Kerry Saunders - Donations	\$ 250.00		
	Transfer In - Jam Sales	\$ 61.00		\$ 561.19
<i>Money Out</i>		\$ -		
Balance as per Statement as at 31/08/19				\$ 2,525.95
ACCOUNTS TO BE PAID				
	Hunter Swim Club - Catering	\$ 195.00		
		\$ -		
		\$ -		
		\$ 195.00		

The last month has been a busy one for me both personally and in my new role within CVSA competitions. The change over to Swim Central is slowly starting to come together but there are still so many issues with the features of the new database management system.

Swim Central

In regards to competition and Swim Central, I know that it will eventually be something that we can work with a little better/easier. The couple of standout issues, for me, are:

- Any level of swimmer being able to enter development meets. Swim Central will find a slow enough time to enable swimmers to enter these meets. I have advised Josh and Greta on a number of occasions, via email, of this and Josh has passed it onto Swimming Australia. I actually see this as a serious problem as you will have medal chasers who will enter these meets knowing that they shouldn't just so that they get a medal.
- The next issue that is creating problems, is the linking of meets to clubs – this needs to be done via the club Swim Central backend, not individuals. This probably will be something that becomes less and less of a problem – but the clubs will have to keep across this. Apparently, this is going to be sorted eventually but not a priority at the moment.

KPD Meet

I am, again, absolutely truly disappointed in the fact that the KPD meet has ridiculous finish times. They have 145 swimmers on Saturday with a late start and 338 swimmers on the Sunday. They have had to cancel events on the Sunday to ensure that they finish before 7 pm. They are offering refunds but only if you are in attendance at the meet.

I now have the ability to keep an eye on the meets to see what entries they have and how many swimmers have entered – my suggestion for a meet, in regards to numbers, would be no more than 200 swimmers before the timeline is checked and to ensure that meets are not going any longer than a 3:30/4:00 finish. I would like to get feedback on this.

Despite what everyone might think, meets can be closed off early. It is simply a case of going in and changing the closing date. I know that the Blacktown meet had done this recently as I had one of my swimmers ask why they couldn't enter, ended up that they had closed it off early. When the meet is closed, it will have a RESULTS button down the bottom instead of NOMINATE.

Distance events at meets:

I have had a query in regards to 400 m, 800 m and 1500 m events and what is the age cut off. I know that 200 m events are 9/over. I have my development meet set up as 11/over for 400 m events however, I would think that an open qualifying meet 400 m event could be exactly that, open with no age restriction but having a qualifying time that ensures that only capable swimmers are entering. If there is a set requirement on this, please let me know.

What is the age requirement for 800 m and 1500 m events? I haven't had these in my meets and therefore I'm not familiar on the age.

Other Meets

I have been working with Woy Woy in getting their meet right and trying to assist where possible. They have had a complete committee change and I think that it has been a huge learning curve for Jessie, their Race Secretary. I think she is getting a handle on it now, but I will keep a close eye on how things are moving along in regards to numbers. They decided on a twilight meet on 11th October which is in the school holidays, so entries shouldn't be too bad. I have noted that the meet can't go past 9:00 pm at the latest. It will probably fill up reasonably fast as this will probably mean only around 100 – 150 swimmers all up.

Approval has been given to Woy Woy, NuSwim, Mingara, Titans and Beresfield. These clubs have provided their four officials and programs. Woy Woy, NuSwim, Mingara and Titans meets are live and filling up reasonably fast via Swim Central. All these meets are showing as approved on the CVSA website. Hunter will be available early next week and ready for approval.

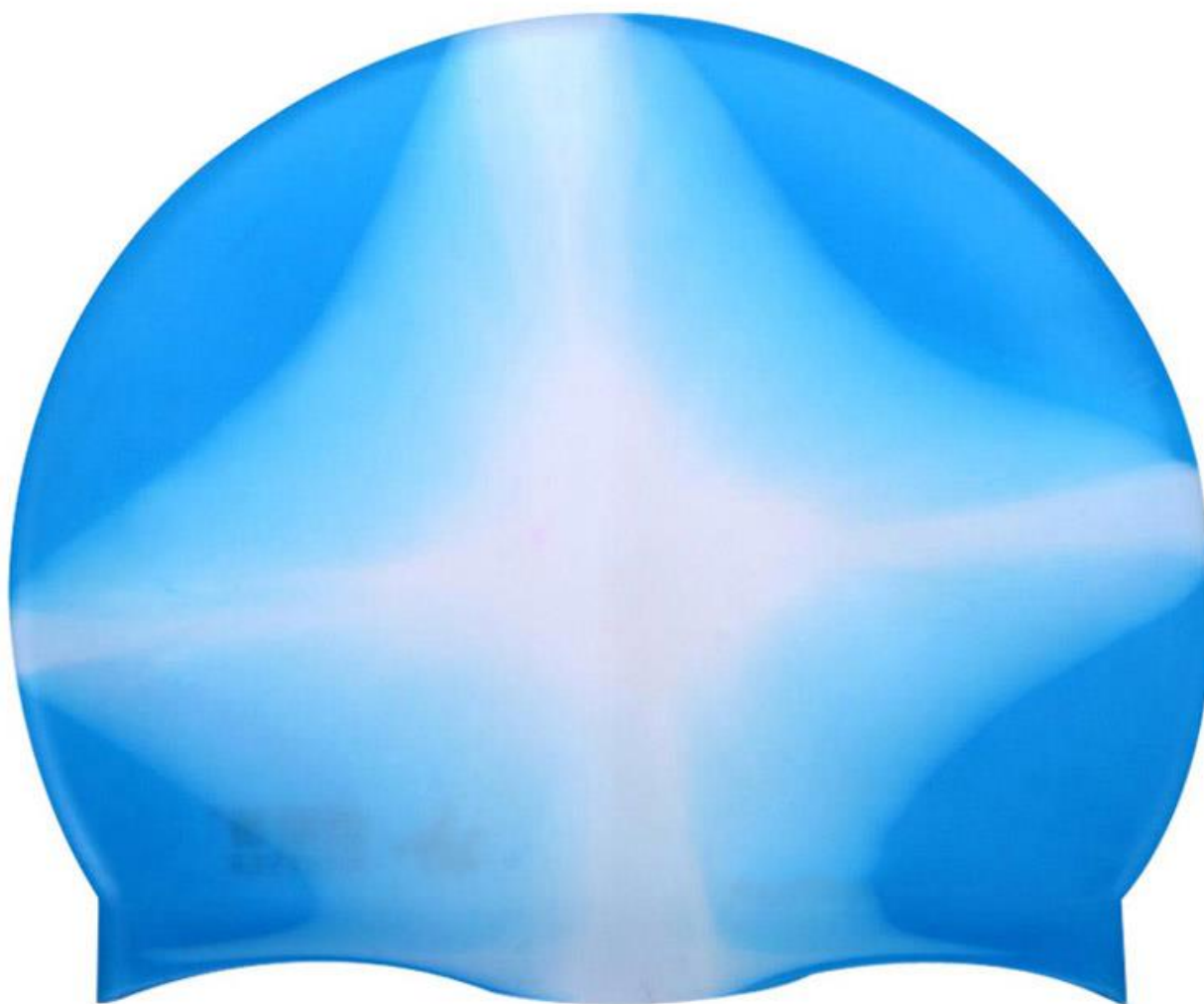
I have heard that some clubs may find it difficult to gain their 4 officials for their meets to be approved

– I think that if they are realising this now, that means that they have plenty of time to ensure that they start getting committee members and parents involved to do some training. This is doable.

Club Email Addresses:

The email listing on CVSA has a number of emails that are coming back as undeliverable, just wondering if we can set up a form via Facebook to get up to date club email contacts. Or if someone else has a better way, that would be great.

Purnell – swim cap design (new)



SNSW Development Officer Report

Michael Hyslop

July - August 2019

1. As winter season comes to a close, I would like to congratulate all our clubs on their performances at Country and State Championships. Our CVSA clubs represented our area at a high standard and should be commended on their exemplary performance.
2. Our CVSA area was lucky enough to host the 2019 Silver Sharks Squad at Mingara in early August. The squad encompassed our 8 Coast and Valley swimmers and it was nice for the kids to not have to travel to Sydney to participate in the squad. A huge thanks to Debby, Ben and Kerry who were part of the coaching team for this squad.
3. A huge congratulations goes to Adam Beisler and his team at Swim League. The concept which was born and grown in the CVSA committee is now being rolled out statewide in conjunction with SNSW. This is an exciting time and sure to see the sport blossom in not only our area but the whole state.
4. The SNSW 2km Open Water Leaderboard will enter its second season this year and I am planning to meet with the people running each of our targeted swims and building a bigger, better program than last year.
5. National A Camp – Planning continues on our National A camp which we are sharing with the other areas. Details are being finalised and payments being made. As it stands, there are close to 50 swimmers from 5 areas attending the Nelson Bay camp. More information on this camp is to come.
6. AGM – Thanks to Norm and the CVSA committee for running a smooth and seamless AGM once again. It was great to see a fairly large turn out and many clubs represented on the day. It was also excellent to welcome Chris Fydler into our area for the AGM and was really awesome to hear him speak very highly of our area and committee. Well done.
7. Registrations for all clubs open on the 17th of September 2019 for the coming summer season. I will be in touch and planning visits with all clubs over the next few months to ensure that this process happens smoothly and also to assist our new committees in their new roles.

Michael Hyslop

Michael.hyslop@nsw.swimming.org.au

CVSA Development Officer