

NEPEAN AQUATIC CENTRE

SWIM CLUB INCORPORATED



MINUTES OF THE GENERAL MEETING

Wednesday the 5th December 2018
at Nepean Aquatic Centre, Lambridge Place, Penrith

The meeting was chaired by Rita Hall and opened at 7.15pm

Present: Neil Joines, Trevor Stevens, Alan Bentley, Jackie Barck, Simone Brissett, Julie Fletcher, Chris Day

Apologies: Dave Hanrahan, Wendi Davey, Steve Amies, David McCauley
 That the attendance as per the **attendance book** and apologies as received be accepted

Moved by: Neil Joines

Seconded by: Trevor Stevens

Positional Updates - Reports

Position	Reports	Position Held By:
President		Wendi Davey
Secretary	<p>Rep gear 'When to wear rules' – OK for Julie to publish</p> <p>Note for all: Everyone to please send their updates through to Steve by Wed prior to meeting, so Steve can distribute on Thursday prior. This is to keep the meeting as short as possible.</p>	Steve Amies
Race Secretary	<p>It was decided not to enter any relay teams for the NSW Snr State meet due to the scheduling of the event (the relays are at the end of the programme)</p>	Simone Brissett
Metro South West Delegate	<p>Preparations are under way for an end of year focus on getting more technical officials</p> <p>Feedback on the new structure of the Junior/Senior Programme is to be provided by Head Coach on how it is progressing</p> <p>Blacktown LC and MSW Meets on 5th and 6th January 2018 have had a good response and have both filled quickly</p> <p>Sprint Meet will be held in February 2018 at SOPAC</p> <p>Open Water Camp will clash with the NACSC Weekend</p> <p>MSW Bi Law Changes</p> <ul style="list-style-type: none"> - Reflect new Junior and Senior programs - Changes in relation to how records are achieved 	Neil Joines

<p>Vice President (competition)</p>		<p>Trevor Stevens</p>
<p>Vice President (social)</p>	<p>Bunnings BBQ - Agreed to apply for another BBQ</p> <p>Dec 8 Cake Stall – reminder to go in Team App to bring cakes for sale and volunteers to help on the day</p> <p>Dec 21 Kids Xmas Party - Pizza, drinks & lollies for the kids day out on the 21st - I can organise when JB gives me the numbers</p>	<p>Chris Day</p>
<p>Treasurer</p>	<p>Summary Financials for 27/09/18 – 05/12/18</p> <p>Income: \$28,773.30 Expenses: \$13,980.48 Surplus: \$14,792.82</p> <p>Bank balance \$42,166.22 Term Deposit \$14,000.00</p> <p>Year to date 1/4/18 – 28/11/18</p> <p>Income: \$65,648.26 Expenses: \$38,165.48 Surplus: \$27,482.78</p> <p>The main income for the period came from the open water event. Thanks to a record number of entries this year, the event made a profit of \$9,129.77 which is a fantastic result.</p> <p>During this period we also banked \$2,259.60 from the Winter club night hot dog stand and \$1,694.05 from the Bunnings BBQ.</p> <p>The main expenses for the period were \$2,147.97 for Winter club night trophies, \$1,411.50 for apparel purchases and \$789.72 for swim meet expenses.</p>	<p>Alan Bentley</p>
<p>Coach</p>	<p>Costings received for:</p> <ul style="list-style-type: none"> - Runaway Bay Camp January 2019 - Costing for Wollongong Camp Weekend Feb 2019 - Club Christmas Celebrations Dec 21 to be held at Don Bosco. JB to contact to confirm booking <p>Camps are to go ahead with information to be sent out on Team App</p> <p>Club Branded Towels – the design has changed but once finalised an order will be done with the first round of orders which are opened to the club to be subsidised by the club. Qualified Metropolitan Swimmers will have a towel provided to them by the club</p> <p>There were good swims at the recent Metropolitan Championships with swimmers getting close to or near state times. As mentioned previously, no relay teams will be entered at the Senior State meet due to time constraints</p> <p>Training will continue as normal except for Christmas/New Year</p> <p>National Jackets will be finalised and ordered – numbers to be confirmed</p> <p>Proposed Junior Development Camp to occur May 2019 – further details to be confirmed</p>	<p>Jackie Barck</p>

Registrar		David Hanrahan
Property Officer	Swim Caps - New state caps have arrived and are available to be handed out for Open Water swimmers	David McAuley
Publicity Officer	Details of Senior and Junior Trip to be published Don Bosco Christmas Event on December 21 st - details to be published (once confirmed) Cake Stall on December 8 th details to be sent out asking for volunteers and cakes Publish that State Rep caps are available for those taking part in the Open Water meet and 13 and over State Meet	Julie Fletcher
Program Committee		
Club night Organiser	Limited Programme on Club Night of 7 th December due to a number of key people missing. Night may not be official Will be absent again for club night on 18 th January so this will need to be covered	Rita Hall
AOB	<p>Inter-club Challenge Invite from Blacktown – more information to be obtained. Wendi or Steve to discuss further with Blacktown.</p> <p>Debit Cards – in progress</p> <p>Trophy Cabinet – in progress</p> <p>Club Captain Expectations</p> <ul style="list-style-type: none"> - Need to document and advise nominees / captains to ensure that they are aware of what they are - Action for Wendi to discuss with current captains <p>Items for discussion</p> <ul style="list-style-type: none"> - targets for 2018/19 fundraising and budget. Agreed this needs to be discussed separately. Perhaps more structure around how this is done. Maybe if there is availability to meet Mid January 2019. - Neil to organise a budget spreadsheet <p>New Shirt Designs</p> <ul style="list-style-type: none"> - With Wendi to provide an update <p>Ironman Event</p> <ul style="list-style-type: none"> - Excellent feedback from Ironman in regards to the club’s volunteering - We will receive a donation or \$2,100 from Ironman for taking part 	

ACTION ITEMS

Item	By Who / When	Status	Comment
New club member starter pack	With Wendi to past to Jackie		Draft sent to Julie for review, prior to passing by the rest of the club committee
Club record claiming form to be created and published on the club website	Simone Brissett & Jackie Barck		

Develop process for swim-a-thon for next year	(Club night organiser and VP Social and Publicity Officer)		Suggested dates are date of first Winter Club night, the week prior or week 2 of Winter Club night season. Need to work on getting lane sponsors and sponsor forms out
Draft up process for OHS issues that may happen at our facilities / events	Wendi Davey		
Junior Dolphins event	Alan Bentley		Ideas for special events
Long Service Recognition for club members	Dave Hanrahan		List of club members and when they joined/how long they have been members of the club for possible long service medal
Introduction Letter	Neil Joines		Has been suggested an introduction letter is made on how to enter club night for all new members
Check list for new members joining the club. People seem to be moving up from Sharks and not joining.	Neil Joines		Jackie to provide Julie with a check list on what people need to do
Club Records	Simone Brissett		Jackie to supply Neil with a list of all open water swimmers and Neil can create them. No MC records shown either Simone has been gathering the information however there are some gaps that will require some further investigation

Meeting closed at: 9:45pm

Next Meeting

Date: 30th January 2019

Location: Meeting Room Upstairs
Nepean Aquatic Centre

Start Time: 6:45pm

The chairman thanked all members for their attendance then declared the meeting closed.

Confirmed as a true and correct record:

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President: **Wendi Davey**

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Secretary: **Steve Amies**