

# NEPEAN AQUATIC CENTRE

## SWIM CLUB INCORPORATED



### MINUTES OF THE GENERAL MEETING

**Wednesday the 27<sup>th</sup> March 2019**  
**at Nepean Aquatic Centre, Lambridge Place, Penrith**

The meeting was chaired by Steve Amies and opened at 7.00pm

**Present:** Steve Amies, Jackie Barck, Dave McAuley, Dave Hanrahan, Julie Fletcher, Alan Bentley, Trevor Stevens

**Apologies:** Simone Brissett, Neil Joines  
 That the attendance as per the **attendance book** and apologies as received be accepted

**Moved by:** Dave McAuley

**Seconded by:** Dave Hanrahan

#### Positional Updates - Reports

Position	Reports	Position Held By:
President		Wendi Davey
Secretary	<p>SMSW Affiliation Form</p> <ul style="list-style-type: none"> <li>- Completed</li> <li>- Neil was unable to be our delegate, so Steve has put name down for the moment. If someone else wants to step in to this role, we can adjust at AGM and advise SMSW accordingly</li> </ul> <p>Secretary Calendar</p> <ul style="list-style-type: none"> <li>- Any comments?</li> <li>- Quick review for upcoming items</li> </ul> <p>NAC SC Meet in Aug</p> <ul style="list-style-type: none"> <li>- Date booked – Aug 18</li> <li>- Preferred Aug 4 date was taken by SNSW</li> <li>- Julie to investigate getting sponsors on board               <ul style="list-style-type: none"> <li>o Put sponsors up on screen during warm up and lunch break</li> <li>o Need to provide SOPAC with USB key and images</li> <li>o Scrolling thru with our logo, thx for attendees, etc</li> </ul> </li> <li>- Suggestion made to increase entry fee by 50c per event to cover printing costs and offset not selling the program on the day. Instead, put program on line for people to freely access. Motion for \$7.50 /event submitted by Alan, seconded by Dave H and motioned carried.</li> </ul>	Steve Amies

	<p>NAC Open Water Meet</p> <ul style="list-style-type: none"> <li>- Booked in for Sat Oct 26</li> </ul> <p>SMSW Presentation Dinner</p> <ul style="list-style-type: none"> <li>- One club member / athlete being receiving an award this year</li> <li>- Will club assist with costs the same as last year?             <ul style="list-style-type: none"> <li>o We paid for Coach and one parent of seven award recipients (\$440)</li> <li>o SMSW paid for award recipient and technical officials last year, but don't seem to be covering technical officials this year (\$10)</li> <li>o Costs are Adult \$55, Child \$30, Technical Official \$10</li> </ul> </li> <li>- Club agreed to pay for one adult to accompany award recipient</li> <li>- Our officials are Craig Mavin, Dave and Kelly Hanrahan, Sue Taylor, Monique Wilson, Dave, Jan, Jackie, John, Rob Hayes, Jennie Payne, Steve Payne, Kirstie Dekruiff, Neil Joines, Robin Butterfield, Manuela Bullard</li> <li>- Our officials are Jann Fathers, David Hanrahan, Terry Hinds, John Rohloff, Rob Haes, Rodney Grant, Kirsty Dekruiff, Neil Joines, Craig Mavin, Stephen Payne, David Procter, David Cooper, Manuela Bullard, Jennifer Payne, Robin Butterfield, Monique Wilson, Sue Taylor</li> <li>- Steve to send invites through</li> </ul> <p>Lollipops - Swimming Stars certificate of achievement awards</p> <ul style="list-style-type: none"> <li>- Have asked Dave for a list of under 9 club members</li> </ul> <p>Bunnings BBQ locked in for June 22</p> <ul style="list-style-type: none"> <li>- Same venue as last year (near Home Centre)</li> <li>- Confirmation form completed and returned</li> </ul> <p>Summer BBQ Fundraising</p> <ul style="list-style-type: none"> <li>- \$1041 raised, including covering expenses for end of year Don Bosco event</li> </ul> <p><b>Note for all:</b> 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>	
Race Secretary	Apologies sent	Simone Brissett
Metro South West Delegate	<p>New NSW website getting closer and is due</p> <ul style="list-style-type: none"> <li>- Has gone live and NSW are looking for feedback</li> </ul> <p>MSW Annual General Meeting</p> <ul style="list-style-type: none"> <li>- Thursday April 11 at 8:00pm</li> <li>- Some changes to Bi-Laws and constitution are expected</li> </ul> <p>MSW Area Meets</p> <ul style="list-style-type: none"> <li>- 23rd March SMSW Sprint Meet to be held at Blacktown pool</li> <li>- 28th April Blacktown SC and Charlie Lowles Centre Emerton</li> </ul> <p>MSW New Webpage</p> <ul style="list-style-type: none"> <li>- Encourage all area members to review and become familiar with new Area Web page but note still being developed</li> </ul>	Neil Joines
Vice President (competition)	<p>NAC SC Carnival</p> <ul style="list-style-type: none"> <li>- Date set for our carnival with SOPAC is 18th of August</li> <li>- We are still required to send a Request for Approval of swim Meet form plus attached to it a program for the meet (list of events) to MSW.</li> <li>- We need to select a person who will be the Meet Director, so we have just the one person making decisions on the day</li> <li>- The parking issue that was raised after last year's meet. I have attached SOPAC's parking conditions</li> </ul>	Trevor Stevens

	<ul style="list-style-type: none"> <li>○ 4 hours free</li> <li>○ Needs to be put on the program and announced on the day</li> <li>- The committee will need to decide what package we have this year if it remains the same as last year</li> <li>- SOPAC will send out the latest pack (forms)</li> <li>- Cost per event agreed at \$7.50 per event (50c more than last year, but will make program freely available online)</li> <li>- Set cut off at 2200 entries</li> <li>- Get officials confirmed asap</li> <li>- Ensure that the events for the littlies have more accommodating qualifying times</li> <li>- Multi-class events – confirm with Simone that:             <ul style="list-style-type: none"> <li>○ Need to ensure there are no qualifying times</li> <li>○ Keep at 100m Free, Back, Fly and Breast events</li> </ul> </li> </ul>	
Vice President (social)		
Treasurer	<p>Summary Financials for 31/01/19 – 27/03/19</p> <p>Income:           \$ 1,835.95            Expenses:       \$ 5,527.54            Deficit:           \$ 3,691.59            Bank balance   \$31,648.22            Term Deposit    \$14,000.00</p> <p>Year to date 1/4/18 – 27/03/19</p> <p>Income:           \$77,451.16            Expenses:       \$58,196.78            Surplus:          \$19,254.38</p> <p>During the period we received miscellaneous income including \$600.00 from chocolate fund raising and \$492.50 from uniform sales.</p> <p>The main expenses for the period were \$3002.00 the Junior camp, \$710.20 for apparel purchases and \$768.34 for coach &amp; swim meet expenses.</p>	Alan Bentley
Coach	<p>Final meet for nationals qualifying held, a couple of athletes missed out on some final times</p> <p>A few injuries leading up to now, everyone still in good spirits</p> <p>Kira and Abbey made open state finals, great achievement</p> <p>Off to Adelaide for 3 weeks in April for nationals (Open, Age and Multi-Class)</p> <p>No training over Easter – Fri, Sat, Sun or Mon</p> <p>13&amp;under state age will be held on the weekend of March 30/31</p> <ul style="list-style-type: none"> <li>- Individual and relay teams are entered.</li> <li>- This will wrap up the junior season, with the exception of school competitions</li> </ul>	Jackie Barck
Registrar	<p>Need to start identifying and following up those members and parents who are non-financial</p> <p>Membership Status</p>	David Hanrahan

Gender	Membership Category	Payment method
Code	Description	Count
6784	Dolphin	22
1673	Life Member	1
1672	Non-Swimmer	131
1670	Swimmer	170
	Total	324

Gender	Membership Category	Payment method
Code	Description	Count
F	Female	191
M	Male	133
	Total	324

New Members Requiring Approval

Forename	Surname	Gender
Syrus	Dig	Male
Ella	Humphreys	Female
Skye	Humphreys	Female
Isabella	Moon	Female
Katreena	Rubelj	Female
Zac	Rubelj	Male

Property Officer

Expecting named Nationals caps this week.

When to hand out the club towels etc to swimmers you have not yet received them.

- May be at the Winter presentation?

Club merchandise selling well

JB suggested that we look at beanies and / or club jackets (long)

- Dave to investigate

Towels

- Need to get a list of Metro South West and higher summer qualifiers, incl 5-8 yr meet to receive a towel – JB to complete and pull list together
- Other athletes can purchase through Dave

Drink Bottles

- Metro South West winter qualifiers / swimmers to receive

David McAuley

<p>Publicity Officer</p>	<p>Calendar looking good and Monday morning email touch base working well.</p> <p>Promoting the AGM</p> <ul style="list-style-type: none"> <li>- Designated Team App post/s re AGM coming up. Facebook – check Team App for details.</li> </ul> <p>Swim A Thon</p> <ul style="list-style-type: none"> <li>- 17th May added to calendar.</li> <li>- Use Team App along with Facebook and website, referring members to Team App, to promote internally and recruit more participants.</li> <li>- Details and times, club night? 2 sessions, 6.30pm and 8pm? Other? JB to put together a list of points to advertise / letter. Have sent Jackie logos for sponsorship form. Get form out asap – via Team App for parents to print out.</li> <li>- 8 x \$100 lane sponsors secured. To be promoted as below:             <ul style="list-style-type: none"> <li>o At the end of the swim lane – laminated A4.</li> <li>o On the sponsor sheet - get logos to JB for.</li> <li>o On the NACSC website</li> <li>o On the NACSC Team App (to 150 members)</li> <li>o On the NACSC Facebook page (100 members)</li> <li>o On the NAC Facebook (over 2000 followers)</li> <li>o In the June NAC newsletter</li> <li>o Also, advertising of sponsors will need to go on Team App &amp; club noticeboard.</li> </ul> </li> </ul> <p>Get more members onto Team App:</p> <ul style="list-style-type: none"> <li>- Email broadcast to all on latest registrar list to get Team App if they are not already – lots coming up, Swim A Thon, Summer Presentation, upcoming AGM. Only for current financial members.</li> <li>- Do an audit of current Team App members cross referencing against current financial members</li> <li>- Develop a stock standard script as to why only financial members, to protect all members.</li> <li>- Change password to protected area on Team App and advertise via Team App.</li> </ul> <p>Sponsorship:</p> <ul style="list-style-type: none"> <li>- Property Developer uncontactable</li> <li>- Look at Short Course carnival first. (Discuss possible sponsors to approach at June meeting).</li> <li>- Which sponsors do we need for SOPAC meet? Money and prizes? Approach past SOPAC meet sponsors first. Sponsors receive promo as below:             <ul style="list-style-type: none"> <li>o On the NACSC website</li> <li>o On the NACSC Team App (to 150 members)</li> <li>o On the NACSC Facebook page (100 members)</li> <li>o Logos in the Short Course program - ½ page ad (\$50) or sponsor an event (sponsor a block of ten events for \$50)?</li> <li>o On screen during breaks at the meet at SOPAC. Need a USB (give to Trevor?) with our logo and sponsor logos, and various thank you's, raffle, program, etc.</li> </ul> </li> <li>- Then look at obtaining funds going into development of swimmers (camps, etc). As WSC sponsorship previously.</li> </ul> <p>Put Intro Pack on Team App and Website</p> <ul style="list-style-type: none"> <li>- awaiting approval by committee</li> </ul> <p>Presentations and Awards tab on NACSC website</p> <ul style="list-style-type: none"> <li>- need to get names / previous winners up on website</li> </ul>	<p>Julie Fletcher</p>
<p>Program Committee</p>		
<p>Club night Organiser</p>	<p>Start of Winter Season</p> <ul style="list-style-type: none"> <li>- 10 May first night back</li> <li>- Swim-a-thon to happen second week in, Julie to run with obtaining sponsors</li> <li>- Look at scheduling thru school holidays</li> </ul> <p>Summer season presentation date</p> <ul style="list-style-type: none"> <li>- 5 May locked in</li> <li>- Rita has booked Henry Lawson Club</li> </ul>	<p>Rita Hall</p>

	<ul style="list-style-type: none"> <li>- Need to plan to present JX and Dolphins awards</li> </ul>	
<p>AOB</p>	<p>AGM</p> <ul style="list-style-type: none"> <li>- Could we hold this on the same night / as part of the winter presentation night</li> <li>- Steve to send specific email to Club committee</li> <li>- Keep it very brief, submit reports ahead of time</li> </ul> <p>Club members being part of other training squads</p> <ul style="list-style-type: none"> <li>- Needs clarification / amendment to our constitution</li> <li>- Needs to consider what Swimming Australia / NSW regulations are and ensure it complies</li> <li>- Steve to discuss with Neil</li> </ul> <p>5-8 Shirts</p> <ul style="list-style-type: none"> <li>- Handed out to athletes who attended 5-8 meet</li> <li>- Some shirts didn't have logo</li> <li>- JB to get logo added</li> </ul> <p>Speedo Finals Reps</p> <ul style="list-style-type: none"> <li>- Black t-shirt with club logo and 'speedo finalist' on it. Where are they?</li> <li>- To be handed out at club presentation night</li> <li>- Steve to raise with Dave</li> </ul> <p>Inter-club Challenge Invite from Blacktown</p> <ul style="list-style-type: none"> <li>- more information to be obtained.</li> <li>- Wendi or Steve to discuss further with Blacktown.</li> </ul> <p>Debit Cards</p> <ul style="list-style-type: none"> <li>- No progress</li> </ul> <p>Trophy Cabinet</p> <ul style="list-style-type: none"> <li>- No progress</li> </ul> <p>Club Captain Expectations</p> <ul style="list-style-type: none"> <li>- Need to document and advise nominees / captains to ensure that they are aware of what they are</li> <li>- Action for Wendi to discuss with current captains</li> </ul> <p>Items for discussion</p> <ul style="list-style-type: none"> <li>- 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.</li> <li>- Neil to organise a budget spreadsheet</li> </ul> <p>New Shirt Designs</p> <ul style="list-style-type: none"> <li>- Steve and Wendi met with Jason Barton to discuss</li> <li>- Jason to report back with:             <ul style="list-style-type: none"> <li>o Material / samples</li> <li>o Designs</li> <li>o Cuts</li> <li>o etc</li> </ul> </li> </ul> <p>Officials for winter</p> <ul style="list-style-type: none"> <li>- Sue Taylor, Jennie and Steve Payne are qualified and may be able to assist with winter season</li> <li>- Others may also wish to make their status official</li> <li>- Need to get Dave Cooper involved to see what's involved</li> </ul> <p>Swimming Blocks</p> <ul style="list-style-type: none"> <li>- Awaiting date for shipping</li> </ul>	

	<p>Open Water, Aged and Open Nationals Athlete Funding</p> <ul style="list-style-type: none"> <li>- Need to decide if we want to provide financial assistance the following swimmers</li> <li>- Jack Hanrahan, Lucas Bentley were National qualifiers</li> <li>- Bethany Mavin, Ethan Bleasdale, Michael Payne, Monique Wilson – JX qualifiers</li> <li>- Jordan Amies, Charlotte Forti, Ryan Slaughter, Abbey Slaughter, Luke Ahern, Jack Benson – National qualifiers</li> <li>- Last year was \$200 for National and \$100 for JX</li> <li>- JB putting forward motion to have JX swimmers receive \$100 for Alde expenses             <ul style="list-style-type: none"> <li>o Seconded by Alan</li> <li>o Motion carried</li> </ul> </li> <li>- Alan putting forward motion to provide technical officials attending the Open Water meet with \$200 ea as a thank you             <ul style="list-style-type: none"> <li>o Jan, John and Dave</li> <li>o Seconded by Dave H</li> <li>o Motion carried</li> </ul> </li> <li>- Steve put forward motion to recognise club night officials with a appreciate trophy             <ul style="list-style-type: none"> <li>o Rob Haes, Jann Fathers, Fred Ireland</li> <li>o Second trev</li> <li>o Motion carried</li> </ul> </li> </ul> <p>National Jackets</p> <ul style="list-style-type: none"> <li>- Jackets have been ordered</li> <li>- ETA next week</li> <li>- Presented at next available opportunity</li> </ul>	
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**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: 9:35pm

Next Meeting

Date: 5<sup>th</sup> May 2019 (AGM to be confirmed)

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**