

NEPEAN AQUATIC CENTRE

SWIM CLUB INCORPORATED



MINUTES OF THE GENERAL MEETING

Wednesday the 28th August 2019
at Nepean Aquatic Centre, Lambridge Place, Penrith

The meeting was chaired by Wendi Davey and opened at 7:00pm

Present: Steve Amies, Wend Davey, Mel Whiteman, Neil Rowley, Cassie Mobbs, Julie Sheldrake, Rita Hall, Rachel Nekic, Dave McAuley, Alan Bentley, Dave Hanrahan, Jackie Barck

Apologies: That the attendance as per the **attendance book** and apologies as received be accepted

Moved by: Steve Amies

Seconded by: Neil Rowley

Positional Updates - Reports

Position	Reports	Position Held By:
President	<p>Thank you to everyone who helped at our NACSC swim meet on the 19th of August, it was highly successful with minimal issues on the day. I would like to thank David McAuley for an amazing job in getting as many people into our swim meet as possible, this meant taking two days of work to chase clubs and swimmers for entries then manually completing each entry. For your first year you need to be congratulated for surviving the baptism of fire, you have certainly gone above and beyond to make this meet happen. To Rita Hall for stepping up to the plate and helping David create the program and run the day your support has been welcomed. Steve Amies for his first year as meet director, you handled the day and a few issues with professionalism and integrity. Thank you to everyone involved it was a massive day.</p> <p>As winter club night nears its conclusion, we look forward to our winter age championships, we hope to see all the great help we have had from our old and new members continue into the summer season.</p> <p>Presentation night</p> <ul style="list-style-type: none"> - Booked in for Oct 13 - are we awarding those who represented in the winter season? <ul style="list-style-type: none"> o Club towels and drink bottles as these are in stock o Dave to pull SMSW, Metropolitan and State competitors together o Rach to look at pricing for esky and gym towels for summer presentation - Guest speaker for presentation night? <ul style="list-style-type: none"> o Looking at a couple of options - Looking to have a video footage montage from winter to play on night - Executive and team to get more involved in the night, what can do differently this time? <p>Personal belongings of club members going missing</p> <ul style="list-style-type: none"> - Facebook and TeamApp posts went out 	Wendi Davey

	<ul style="list-style-type: none"> - Communicate out via Parents night <ul style="list-style-type: none"> o Belongings have been going missing o Be sure to look after your things <p>NACSC meet</p> <ul style="list-style-type: none"> - Thank you letter for those major supports / assisters on the day - For next year: <ul style="list-style-type: none"> o Get a plan earlier so we stay ahead of the curve o Missed drawing up a cheque so had to give cash o Job descriptions for each role, eg, for the front door – who pays, etc o Everyone put some dot points together, send to Steve for collation <p>Really good to see agenda items focusing on what to do vs what’s been done, to allow us to focus on going forward.</p>	
<p>Secretary</p>	<p>Secretary Calendar</p> <ul style="list-style-type: none"> - Quick review for upcoming items <p>Working with Children Register</p> <ul style="list-style-type: none"> - Just waiting on Alan Bentley to provide updated details <p>Bunnings BBQ looking like Dec 2019</p> <ul style="list-style-type: none"> - Awaiting confirmation <p>Note for all: Everyone to please send their updates through to Steve by Friday prior to meeting, so Steve can distribute on Monday prior. This is to keep the meeting as short as possible.</p>	<p>Steve Amies</p>
<p>Race Secretary</p>	<p>Open Water Meet</p> <ul style="list-style-type: none"> - There are a few enquires coming on how to enter the event - Medals <ul style="list-style-type: none"> o Participation medal a no go for this year o Look to use the same design of medal this year (same as NAC meet) - Program Flyer <ul style="list-style-type: none"> o Flyer completed and up onto club website and SMSW website o Awaiting sponsor confirmation o NACSC to ‘sponsor’ \$1k for top club o Commit to same prize money as last year so we can get program out and entries coming in, then worry about where we get the funds from between now and then - Steve to lock in Kathy and other officials - Alan send volunteer list / spreadsheet through to Jackie to pull together - Alan to meet with Kathy re: improvements for the day - Swimming Australia registered swimmers need to register via Swim Central. Non-registered swimmers to use ‘Register Now’ process - Catering <ul style="list-style-type: none"> o morning tea: apple, snack, lollies, chips in a bag o Neil and Mel to organise <p>Club Records</p> <ul style="list-style-type: none"> - Dave to investigate 	<p>Dave McAuley</p>
<p>Metro South West Delegate</p>		<p>Wendi Davey / Karen Bentley</p>
<p>Vice President (competition)</p>		

Vice President (social)		Mel Rowley / Neil Rowley
Treasurer	Report to come	Alan Bentley
Coach	<p>Tasmania State Age Touring Team</p> <ul style="list-style-type: none"> - Went really well - Sarah Kimmings did a great job as Team Manager - Athletes performed really well - Couple of state times were achieved - Thank you to the club for supporting the trip <p>NSW State Age 13&Over Championships</p> <ul style="list-style-type: none"> - Only had 8 athletes swimming, incl 2 multiclass - Some great results - Jordan got 100 Back bronze and 200 Back gold medals - Ryan and Riley with some good PBs - JB looking forward to Junior State meet <p>Plan a process with Swim Central for future Relay Team Selections</p> <ul style="list-style-type: none"> - National / State / MSW <p>Proposal for Training Camps</p> <ul style="list-style-type: none"> - October / November Katoomba & Jenolan Caves <ul style="list-style-type: none"> o October long weekend o Approved in principal based on costs being comparable to Wollongong (last yrs event) - January (13&Over) Thredbo - February – (Junior) Narrabeen / Mingarra - Jackie to pull costs together for next meeting <p>Competition Calendar</p> <ul style="list-style-type: none"> - Major Events - National, State, MSW & Club Target Meets <p>Funding – Team / Individual:</p> <ul style="list-style-type: none"> - 2020 National Open Water January Adelaide SA - 2020 National Open and Age April Perth WA. - Discuss expectations Team Managers - Look at booking for groups <p>Swimming NSW plans to roll out the first official Swim League season in the first quarter of 2020 through a combination of Leagues and Gala Days in both Metropolitan and Regional locations.</p> <p>Parent Information Evening</p> <ul style="list-style-type: none"> - Introduce Executive & Roles. Committee members to present facts on how things work in the new swimming world of Swim Central in preparation for the new season. - Head Coach to present pathways. - Get the message out to support the programme. Report negative incidents and act on them to stop destruction of the strong foundation that has been built by hard working committee members & excellent athletes. - Ask parents what they want to know more about, via suggestions box or online survey - Welcome pack to have brief summary for each key area – age champs, point score, short v long course, timekeeping, etc 	Jackie Barck

Budget Meeting

- Set a date to meet & plan sponsorship proposals / fundraising efforts & project required expenditure. To assist provide a budget to support the development of athletes (training camps; interstate meets; international meets).
- Planned for 6pm on Wed Sept 4 with Wendi, Steve, Alan, Jackie, Rachel and Neil to attend

Social Interaction

- Trivia Night - adult members, friends, associates
- Red Faces / Karaoke Evening – swimming members
- Jamberoo Christmas Outing

Penrith Valley Sports Awards for 2019

- Friday, 6th September @ 6.30pm at Panthers (10 seat table = \$800) support and purchase tickets for attendance by Executive & club captains/vice-captains.
- Jordan Amies has won Penrith Valley Sports Foundation Athlete of the month for July. She was nominated by her school. She is to receive a monthly award \$350 plus ticket to next year's event & nomination for the annual junior sports person of the year award. This year's event is for recipients up to and including June 2019.
- Agreed to fund a table for club captains (4) plus a parent each and then Wendi and Rita
- Jackie to discuss with athletes

Lane Ropes Leadership Program

- Sept 14/15 2019
- Were there any interested swimmers who nominated on short notice?
- Should we look to the future and nominate our Club Captains / Vice Club Captains each year?
- Kayla has completed it in the past
- Look to post Kayla's email onto TeamApp
- Approach club captains and vices
- Nominations close Sept 1

Look again at whether we want to include an annual Challenge Against another club/s

Look again at incorporating an annual Skins Event on one of the short course nights?

Happy to arrange for October before Halloween games. Also, look to include age relevant relay teams made up from members attending club night for regular practise of changeovers & to promote these events.

Merchandise suggestions

- Small personal soft esky with club logo
- Gym Towel with club logo
- Awards for MSW and above.
- Club Shirts
 - o are we going to proceed with a new design?
 - o Yes. Rach to take forward
- Supporters Shirts
 - o new design or basic shirt to be worn at our meets by volunteer helpers.

Athlete Recognition

- JB and Julie to pull together retrospective recognition
- Cassie to put framework / process together framework for going forward
- Agreed to recognise
 - o Attendees
 - o Top 10 finishers
 - o Medal recipients

Need to ensure NAC SC Meet results from previous years are published on website

- JB to work with Julie

Registrar	<p>Club membership fees for coming year</p> <ul style="list-style-type: none"> - Keep the same as last year - Nothing received from SNSW regarding fee changes for next financial year or payment / renewal process 	Cassie Mobbs / Dave Hanrahan
Property Officer	<p>Report</p> <ul style="list-style-type: none"> - Rep shirts have arrived and have been handed out to the swimmers. - Club captain's shirts have been embroidered and were presented to the Captains & Vice Captains at our meet on 18th August. - The black club jackets for the National swimmers have been embroidered and distributed. 	Rachel Nekic
Publicity Officer	<p>SC Meet</p> <ul style="list-style-type: none"> - Thank you certificates to sponsors and raffle donators? Julie to provide template. <p>Team App:</p> <ul style="list-style-type: none"> - Best time to do an audit of current Team App members cross referencing against current financial members? Need updated membership list. - Develop a standard script as to why only financial members, to protect all members. <p>Put Intro Pack on Team App and Website</p> <ul style="list-style-type: none"> - awaiting approval by committee <p>New tab – Presentations and Awards</p> <ul style="list-style-type: none"> - need to get names / previous winners up on website 	Julie Sheldrake
Program Committee		
Club night Organiser	<p>Swim Central training</p> <ul style="list-style-type: none"> - Working on getting Sarah/Dave familiar with Swim Central, setting up/running meets, uploading/publishing results <p>Summer Season 2019/20</p> <ul style="list-style-type: none"> - Start Oct 18, with parent's night from 6pm and go through to Dec 20 - Resume on Jan 17 through to Mar 6 - Age Champs on March 15th - 17 week season <p>List of competitors for winter season vs those who have paid fees</p> <ul style="list-style-type: none"> - In progress <p>Meet Mobile for Club Night</p> <ul style="list-style-type: none"> - Successful trial for club night - Will look to resume for Summer season 	Rita Hall
AOB	<p>Inter-club Challenge Invite from Blacktown</p> <ul style="list-style-type: none"> - more information to be obtained. - Wendi or Steve to discuss further with Blacktown. <p>Penrith 70.3 Ironman Triathlon</p> <ul style="list-style-type: none"> - Sun 24 Nov - Calling for aid station volunteers <p>Debit Cards</p> <ul style="list-style-type: none"> - ? 	

	<p>Trophy Cabinet</p> <ul style="list-style-type: none"> - ? <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>New Shirt Designs</p> <ul style="list-style-type: none"> - What's next to get this moving forward again? - Rachel to pick up and run with <p>Swimming Blocks</p> <ul style="list-style-type: none"> - Will look at covers for them, to prevent the general public from using and potentially damaging them 	
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ACTION ITEMS

Item	By Who / When	Status	Comment
New club member starter pack	With Wendi to pass to Jackie Neil and Mel to assist		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	Dave McAuley & Jackie Barck		
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	??		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.	??		Jackie to provide Julie with a check list on what people need to do
Club Records	Dave McAuley		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: 9:40pm

Next Meeting

Date: 25th September 2019

Location: Meeting Room Upstairs
Nepean Aquatic Centre

Start Time: 7:00pm

The chair 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**