

# NEPEAN AQUATIC CENTRE

## SWIM CLUB INCORPORATED



### MINUTES OF THE GENERAL MEETING

**Monday the 26<sup>th</sup> September 2018**  
**at Nepean Aquatic Centre, Lambridge Place, Penrith**

The meeting was chaired by xxx and opened at 6:50pm

**Present** Wendi Davey, Trevor Stevens, Jackie Barck, Neil Joines, Rita Hall, Julie Fletcher, Dave Hanrahan, David McAuley, Steve Amies,

**Apologies:** Simone Brissett, Chris Day

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

**Moved by:** Trevor Stevens

**Seconded by:** Neil Joines

#### Positional Updates - Reports

Position	Reports	Position Held By:
President	<p>What a great short course season. There were a couple of decisions made on the spot, on the age champs night, due to our official being caught up in a traffic jam. A decision was made to run the championships with the first events not recording official times. This had minimal impact as it related only to the first few heats as our official arrived promptly for the remainder of the night. Age championships ran very smoothly.</p> <p>I would like to mention Rita and her great work on picking up this role over short course. It has been a big learning curve and she has mastered it well. To the starters, officials, and timekeeping crew the season wouldn't be a success without you. The ladies who do the marshalling duties week after week, Kellie, Manuela, Narelle, Fiona and Megan this is a thankless job, on behalf of the committee, Thank you. Neil, Steve, Chris, Simone, Rita and others for being there to set up and pack away it is your continued support that makes our club nights run smoothly. I look forward to the summer season being just as awesome.</p>	Wendi Davey
Secretary	<p>Rep gear 'When to wear' rules</p> <ul style="list-style-type: none"> <li>- Need to finalise document</li> <li>- Determine next steps including communicating to members and ensuring all swimmers have a black cap</li> <li>- Latest version attached for review at the meeting</li> </ul> <p>Executive decision was made to not go to members to vote on whether non-National representative caps have names or not. Committee decided not to put names on due to additional costs (to both club and parents). Instead, decided that we will have the following caps going forward:</p> <ul style="list-style-type: none"> <li>- Current black</li> <li>- New silver, branded with 'Representative'</li> <li>- Teal to be branded with 'State'</li> <li>- Current national white branded with swimmer's name</li> </ul>	Steve Amies

	<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>	
<p>Race Secretary</p>	<p><b>13 &amp; Over State SC Championships</b></p> <p>NACSC were well represented by our senior swimmers at the State Championships at SOPAC between 24th to 26th August this year. Of the 12 representatives they competed in 41 x Individual events and 5 x Relay Heats. 16 x PB's achieved and 11 x Finalist positions. Congratulations on superb swimming by:</p> <ul style="list-style-type: none"> <li>o Jordan Amies (5th place 200 Back, 5th place 100 Back)</li> <li>o Nathan Borg</li> <li>o Coral Bullard</li> <li>o Charlotte Forti (7th place 200 Back, 7th place 100 Back)</li> <li>o Jack Hanrahan</li> <li>o Maddison Joines</li> <li>o Kira McInerney (4th place 200 Fly, 7th place 400 IM, 7th place 100 Fly)</li> <li>o Abbey Slaughter (5th place 200 Fly, 7th place 100 Free, 7th place 100 Back)</li> <li>o Ryan Slaughter (10th place 200 Fly)</li> <li>o Oskar Staniucha</li> <li>o Arianne Thomas</li> <li>o Lauren Wolsey</li> </ul> <p><b>10U - 12 Years State SC Championships</b></p> <p>Again, we had great representation by NACSC athletes at their State Championships at SOPAC on the 8th/9th September. There were 9 representatives competing in 27 x individual events and 4 x Relay Heats. Again 16 x PB's achieved and 4 x Finalist positions. Congratulations on fabulous swimming by:</p> <ul style="list-style-type: none"> <li>o Nathaniel Brissett (10th place 100 Breast)</li> <li>o Liam Bullard</li> <li>o Tanna Davey</li> <li>o Lucienne Heffernan</li> <li>o Teagan Hinds (8th place 200 Fly)</li> <li>o Chloe Kimmings (7th place 100 Back, 8th place 100 Back)</li> <li>o Oliver Neki</li> <li>o Jacob Rolles</li> <li>o Kiani Slaughter</li> </ul>	<p>Simone Brissett</p>
<p>Metro South West Delegate</p>	<p>MSW Development Nominations</p> <ul style="list-style-type: none"> <li>- Area looking for area representation in relation to managing the 2018 – 19 season</li> </ul> <p>MSW Open Water</p> <ul style="list-style-type: none"> <li>- Sunday 11th Nov 2.5 JX plus 5, 7.5 &amp; 10 Km events</li> </ul> <p>MSW Development Camp</p> <ul style="list-style-type: none"> <li>- MSW plan to hold the first Open Water camp during January for athletes qualifying for the nationals in Sth Aust. Must have competed at MSW and State to qualify</li> </ul> <p>Open Water Waiver Forms</p> <ul style="list-style-type: none"> <li>- Waiver forms for Open water will now be completed when registering online, JX consent forms are still required as a manual document signed by guardian and coach</li> <li>- Feedback required by clubs to determine if swimmers would make themselves available</li> </ul> <p>Speedo Sprints 2019</p> <ul style="list-style-type: none"> <li>- To be held in 2019 at SOPAC as an afternoon meet</li> </ul>	<p>Neil Joines</p>

	<p>2018 Development Meets</p> <ul style="list-style-type: none"> <li>- Development committee very pleased with the attendance and behaviour of team(s) completing development. National meet was held post MSW meeting</li> </ul> <p>MPIO</p> <ul style="list-style-type: none"> <li>- Successful completion of the course and Neil is now on register</li> </ul> <p>NACSCI Club Introduction Pack</p> <ul style="list-style-type: none"> <li>- Looks great</li> <li>- Wendi and JB keen to add some more content – eg, link to where to find the club night program</li> <li>- Will updated and review for new meeting</li> </ul>																	
<p>Vice President (competition)</p>	<p>NACSC SC Meet</p> <ul style="list-style-type: none"> <li>- Remaining medals have been received and 7 of the 9 parcels have been posted to their respective clubs. Still haven't received an address for either SLC Aquadot and Carlile Swimming Team clubs.</li> <li>- The invoice for our meet at SOPAC sent to Alan for payment.</li> </ul> <p>Open Water Meet</p> <ul style="list-style-type: none"> <li>- Trophies have been ordered (Perpetual and Winners) and we have the following medals: 60 Gold, 19 Silver plus what is at NAC and 65 Bronze. I have also ordered an appreciation trophy for Les Bleasdale and Westpac as they paid for all the medals.</li> </ul>	<p>Trevor Stevens</p>																
<p>Vice President (social)</p>	<p>Bunnings Cake Stall</p> <ul style="list-style-type: none"> <li>- held Sat 15th September</li> <li>- \$400 raised with a \$100 outlay.</li> <li>- Sales not as good as expected but a good response from Club families for the baking &amp; helpers on the day.</li> <li>- Special mention to Chloe Day for being there from start to finish</li> <li>- What is go with the Toblerone? Was it not raffled off at the cake staff?             <ul style="list-style-type: none"> <li>o Raffle tickets were sold at the cake stall but everyone was advised that it wouldn't be drawn until the presentation night, as it was planned to sell them then aa well</li> </ul> </li> </ul>	<p>Chris Day</p>																
<p>Treasurer</p>	<p>Summary Financials for 28/08/18 - 26/09/18</p> <table style="margin-left: 40px;"> <tr><td>Income:</td><td>\$ 675.84</td></tr> <tr><td>Expenses:</td><td>\$ 10,814.27</td></tr> <tr><td>Defecit:</td><td>\$ 10,138.43</td></tr> <tr><td>Bank balance</td><td>\$ 29,838.02</td></tr> <tr><td>Term Deposit</td><td>\$ 14,000.00</td></tr> </table> <p>Year to date 1/4/18- 26/09/18</p> <table style="margin-left: 40px;"> <tr><td>Income:</td><td>\$ 36,839.18</td></tr> <tr><td>Expenses:</td><td>\$ 24,185.00</td></tr> <tr><td>Surplus:</td><td>\$ 12,654.18</td></tr> </table> <p>There was only a small amount of income recorded this month from club night entries and relay entries from the winter swim meet. None of the chocolate drive money has been banked as yet.</p> <p>The main expenses were the pool hire at SOPAC \$5,500.00, the chocolate drive \$4,140.03 and uniforms \$906.40.</p> <p>Unless there are any final expense to come in, the profit from our winter swim meet was \$13,165.68 which is a fantastic effort from every member who contributed to the day.</p> <p>Alan Bentley Treasurer Nepean Aquatic Centre Swim Club Inc.</p>	Income:	\$ 675.84	Expenses:	\$ 10,814.27	Defecit:	\$ 10,138.43	Bank balance	\$ 29,838.02	Term Deposit	\$ 14,000.00	Income:	\$ 36,839.18	Expenses:	\$ 24,185.00	Surplus:	\$ 12,654.18	<p>Alan Bentley</p>
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	<p>Given the healthy state of the club finances, Alan proposed to take the term deposit up to \$20k (currently \$14k)</p> <p>Moved: Wendi Davey, seconded: Rita Hall and the motion was carried</p>	
Coach	<p>Calendar updated with target meets</p> <ul style="list-style-type: none"> <li>- make sure people register well ahead of closure date, so they don't miss out</li> </ul> <p>JX Awards</p> <ul style="list-style-type: none"> <li>- Are 'on their way', hopefully arriving before our presentation night so that they can be presented that night</li> </ul> <p>Open Water Meet</p> <ul style="list-style-type: none"> <li>- squad members have been told to register for at least the 1km swim</li> </ul> <p>This is training time, no so much about racing.</p> <p>Suggested to have a Halloween night for last NAC night</p> <ul style="list-style-type: none"> <li>- should we include some novelty swims?</li> <li>- Minimal official swims, in lieu of more fun activities</li> </ul>	Jackie Barck
Registrar	<p>2018_19 annual subscriptions released to all active members</p> <ul style="list-style-type: none"> <li>- fees kept at same price as 2017 (absorbed \$2 increase from Swimming NSW).</li> <li>- Active Kids Voucher payment not yet available.</li> <li>- Currently, low number of members requesting assistance.</li> </ul> <p>Steve to set up registrar gmail address</p> <ul style="list-style-type: none"> <li>- Completed. Address is nacsci.registrar@gmail.com</li> </ul> <p>Action from last meeting:</p> <ul style="list-style-type: none"> <li>- Draft up bylaw wording for parents with swimmers under 15 not registering</li> </ul>	David Hanrahan
Property Officer	<p>Club Swimmers</p> <ul style="list-style-type: none"> <li>- Discuss how to handle the small number of swimming costumes that didn't fit correctly due to wrong size being chosen and if we can do a small supplementary order for swimming costumes to solve it</li> <li>- Agreed to have supplementary order at the reduced price to fix incorrect sizes and will include offer to others if they want any extras ordered (not at reduced price)</li> </ul> <p>Club Towels</p> <ul style="list-style-type: none"> <li>- Want to revisit and move forward</li> </ul> <p>Action from last meeting:</p> <ul style="list-style-type: none"> <li>- Email to exec re: new idea for apparel options</li> <li>- Need to ensure teal is correct colour for future orders – Dave to confirm with manufacturer on 26/6</li> </ul>	David McAuley
Publicity Officer	<ul style="list-style-type: none"> <li>- Put Intro Pack on Team App and Website once approved by committee.</li> <li>- Show Rita website log in asap. (I am away from Sept 29th for most of the next 3 weeks). Rita using broadcast email address rather than email?</li> <li>- Rita has been set up with access to post items into Team App</li> <li>- Next meeting date? I will advertise with meeting minutes.</li> </ul>	Julie Fletcher
Program Committee		

<p>Club night Organiser</p>	<p>Trophies for presentation</p> <ul style="list-style-type: none"> <li>- Age champs and point score information has been sent so trophies can be engraved</li> <li>- 50% participation is required for a participation trophy (pro-rated for late starters)</li> </ul> <p>Program for Summer Season</p> <ul style="list-style-type: none"> <li>- May be an issue getting officials for every week</li> <li>- May need to advertise as only being official every second or third week</li> <li>-</li> </ul> <p>Club Night Referees</p> <ul style="list-style-type: none"> <li>- Neil Joines to put it to MSW that we are looking for a referee at will pay up to \$150 per week</li> </ul> <p>Glenbrook Pool</p> <ul style="list-style-type: none"> <li>- Need to look at getting a couple of new cabinets to secure equipment week to week</li> </ul>	<p>Rita Hall</p>
<p>AOB</p>	<p>Debit Cards</p> <ul style="list-style-type: none"> <li>- With the club in a good financial position, I was wondering rather than everyone having to use their own monies on items and then getting reimbursed (as this could incur interest and in the future there may be members that are not willing or not in a financial position to do this) that the club should get some more debt style cards as I think we already one but it doesn't seem to get used.</li> <li>- Committee discussed / agreed:             <ul style="list-style-type: none"> <li>o Card holder needs to be a signatory on the account</li> <li>o AustPost visa debit card doesn't need to be tied to account, easier to manage long term</li> <li>o Multiple cards available, get three to start with – allocate to Race Secretary, VP Social, Club Secretary</li> <li>o Debit Card Policy to be put together</li> </ul> </li> </ul> <p>NAC Money Box</p> <ul style="list-style-type: none"> <li>- Simone to give her key to the NAC money box to Alan</li> </ul> <p>Club Asset Inventory</p> <ul style="list-style-type: none"> <li>- Neil has one, 95% correct</li> <li>- Neil to pass around and update if required</li> </ul> <p>NAC Store Room Cleanout</p> <ul style="list-style-type: none"> <li>- A lot of old stuff in there that we no longer need to keep</li> <li>- Jackie happy to coordinate and happy to have others assist</li> </ul> <p>Trophy Cabinet</p> <ul style="list-style-type: none"> <li>- It would be nice to see our trophies displayed for all (it may entice more to join the club) to see so if we were able to have a display case that would be good. Discuss with Alan (Location and safety specifications)</li> <li>- Alan's happy to have one somewhere, just need to find an appropriate location</li> <li>- Alan's know a cabinet maker that can design a cabinet</li> <li>- Alan to investigate further and report back at next meeting</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>Novelty night for Friday club night before any target meet</p> <ul style="list-style-type: none"> <li>- Any updates since last meeting?</li> </ul> <p>Items for discussion</p> <ul style="list-style-type: none"> <li>- targets for 2018/19 fundraising and budget</li> <li>- Communicating Swimming NSW and Swimming Aust newsletters to club members?</li> </ul>	

	<ul style="list-style-type: none"> <li>○ Should these be put on to website?</li> <li>○ No, registered members get these</li> </ul> <p>Monday Long Weekend Training Session</p> <ul style="list-style-type: none"> <li>- Great to see the camera being used.</li> <li>- Will this be happening during any other training sessions, for those not here this weekend?             <ul style="list-style-type: none"> <li>○ Jackie confirmed yes, something is generally plan for public holidays / long weekends</li> </ul> </li> </ul> <p>New Shirt Designs</p> <ul style="list-style-type: none"> <li>- Everyone liked what we're seeing</li> <li>- Want to flesh out the designs a bit more</li> <li>- Will want to do one or two test runs at designs, to get design / cut / colours correct</li> <li>- Need to ensure that there are male and female cuts / styles</li> <li>- Jackie to talk with Jason</li> </ul> <p>Open Water Meet</p> <ul style="list-style-type: none"> <li>- Entries coming in strong</li> <li>- Officials are getting organised</li> <li>- SES confirmed that the can assist</li> <li>- Medals, trophies and sponsors sorted</li> <li>- Kayaks need to be organised</li> <li>- 4 x shore line spotters for the 1km swim</li> </ul> <p>Ironman Event</p> <ul style="list-style-type: none"> <li>- Need volunteers for aid station</li> <li>- Very good fundraiser for the club – the more volunteers, the more money we raise</li> <li>- This year it doesn't clash with Metro Champs, so we should be able to get a good number of volunteers from the club</li> <li>- Needs to go into TeamApp ASAP</li> </ul>	
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**ACTION ITEMS**

Item	By Who / When	Status	Comment
New club member starter pack	Neil Joines		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)		
Draft up process for OHS issues that may happen at our facilities / events	Wendi Davey		
New swimming cap design needed	Dave McAuley		New 'State Rep' cap to be designed.
Rep Gear 'when to wear' Rules	Steve Amies		Further discussions held, documented updated and distributed
Junior Dolphins event	Alan Bentley		Ideas for special events

Vorgee Caps/Goggles	Alan Bentley		Alan to speak to Vorgee Rep and see if they can donate some caps and goggles for the Pick A Box game.
Club Night	Neil Joines		Trevor to draft up document on how to go about entering club night prior to winter season starting
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

Meeting closed at: 9:10pm

Next Meeting

Date: 24<sup>th</sup> October 2018  
 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**