

NEPEAN AQUATIC CENTRE

SWIM CLUB INCORPORATED



MINUTES OF THE GENERAL MEETING

Wednesday the 30th January 2019
at Nepean Aquatic Centre, Lambridge Place, Penrith

The meeting was chaired by Steve and opened at 7.00pm

Present: Steve Amies, Neil Joines, Alan Bentley, Jackie Barck, David McAuley, Julie Fletcher, Kath Wilcomes

Apologies: Trevor Stevens, Simone Brissett, Rita Hall, Wendi Davey, Chris Day
 That the attendance as per the **attendance book** and apologies as received be accepted

Moved by: Neil Joines

Seconded by: Julie Fletcher

Positional Updates - Reports

Position	Reports	Position Held By:
President	No update / report received	Wendi Davey
Secretary	Rep gear 'When to wear rules' – Sent through to Julie and published 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.	Steve Amies
Race Secretary	No update / report received	Simone Brissett
Metro South West Delegate	Nothing to report, as no meeting held in December	Neil Joines
Vice President (competition)	No update / report received	Trevor Stevens
Vice President (social)	No update / report received	Chris Day
Treasurer	Summary Financials for 06/12/18 – 30/01/19 Income: \$ 2,278.60 Expenses: \$10,736.46 Defecit: \$ 8,457.86	Alan Bentley

	<p>Bank balance \$39,529.81 Term Deposit \$14,000.00</p> <p>Year to date 1/4/18 – 30/01/19</p> <p>Income: \$75,615.21 Expenses: \$51,269.24 Surplus: \$24,345.97</p> <p>During the period we were paid \$2,100 by Ironman for our volunteer work at the Ironman 70.3 Western Sydney.</p> <p>The main expenses for the period were for the Junior & senior swim camps. A reconciliation has yet to be completed to ensure that expenditure was in line with what was approved at the last meeting.</p>	
<p>Coach</p>	<p>A number of meets have been held since the last meeting:</p> <ul style="list-style-type: none"> - National Open Water Meet - Auburn Meet - Blacktown Meet - SMSW Meet <p>MSW Meet</p> <ul style="list-style-type: none"> - Some outstanding PBs from some of the junior athletes - Some good PBs from athletes but no new national times <p>Runaway Bay camp</p> <ul style="list-style-type: none"> - 14 athletes + JB - Very successful - Report to follow <p>Junior Camp</p> <ul style="list-style-type: none"> - 19 Athletes to attend, plus Lisa, JB and Aaron <p>New Gear</p> <ul style="list-style-type: none"> - National sloppy joes purchased - New jacket designed up - Minimum order of 15, will leave a few spares - New towels to be issued during the year and / or at presentation night. JB to keep track of who has received before presentation night 	<p>Jackie Barck</p>
<p>Registrar</p>	<p>No update / report received</p>	<p>David Hanrahan</p>
<p>Property Officer</p>	<p>Representative Shirts</p> <ul style="list-style-type: none"> - Will be expecting a delivery of next week, including named national shirts, which will need to be distributed. <p>National Representative Caps</p> <ul style="list-style-type: none"> - Will be placing an order for named national caps next week. <p>Nepean Aquatic Centre Swim Club water bottles</p> <ul style="list-style-type: none"> - order has been placed for 100 <p>Nepean Aquatic Centre Swim Club towels</p> <ul style="list-style-type: none"> - have been received 	<p>David McAuley</p>
<p>Publicity Officer</p>	<p>Put Intro Pack on Team App and Website</p> <ul style="list-style-type: none"> - awaiting approval by committee <p>Complaint procedure / MPIO posters on the website – or link to the procedure</p>	<p>Julie Fletcher</p>

	<ul style="list-style-type: none"> - awaiting link from Neil <p>New tab – Presentations and Awards</p> <ul style="list-style-type: none"> - needs content. Photos of trophies to start? (In cabinet. Rita has keys). 	
Program Committee		
Club night Organiser	No update / report received	Rita Hall
AOB	<p>Need to get better at publishing upcoming meeting on TeamApp</p> <ul style="list-style-type: none"> - JB heard that we only have a small number of athletes attending the Speedo Sprints meet - Julie to send weekly email to Rita, Simone, and JB asking priority comms to go out via team app – meets, etc - Further to this, I spoke with Wendi at the Speedo Sprints meeting and would like to have President (Wendi) and Secretary (Steve) added to this weekly email <p>Inter-club Challenge Invite from Blacktown – more information to be obtained. Wendi or Steve to discuss further with Blacktown.</p> <p>Debit Cards</p> <ul style="list-style-type: none"> - in progress. Mid Feb target <p>Trophy Cabinet</p> <ul style="list-style-type: none"> - in progress. Mid Feb target <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 - Singlets, supporter shirt, - Steve to review minutes and work with Dave to move forward - Mid Feb target <p>Club Night Cancellations</p> <ul style="list-style-type: none"> - Jan 18 (cancelled by council) and Dec 14 (cancelled by us) - Need to be taken into account with regards to club champs qualifications - Open champ events (possibly two) that need to be rescheduled or do we extend season by a week <ul style="list-style-type: none"> o With Club champs meet scheduled for Mar 10, we could do another club night on Feb 22 - Rita to work out <p>Club Champs Meet</p> <ul style="list-style-type: none"> - Ensure officials, pool, etc are locked in - Action for Rita <p>Club Presentation night</p> <ul style="list-style-type: none"> - Need to look at venue / book something in - Confirm date (April 7?) and book in at Emu Sports Club - Action for Chris 	

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: 8:10pm

Next Meeting

Date: 27th February 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**