

NEPEAN AQUATIC CENTRE

SWIM CLUB INCORPORATED



MINUTES OF THE GENERAL MEETING

Wednesday the 23rd October 2019
at Nepean Aquatic Centre, Lambridge Place, Penrith

The meeting was chaired by Steve Amies and opened at 7:00pm

Present: Steve Amies, Rita Hall, Julie Sheldrake, Rachel Nekic, Cassie Mobbs, Dave Hanrahan, Dave McAuley, Neil Rowley, Jackie Barck

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

Moved by: Steve Amies

Seconded by: Julie Sheldrake

Positional Updates - Reports

Position	Reports	Position Held By:
President	<p>Presentation night was a success however number were down. The work that Oskar had completed was fantastic and was well received by all, we need to do more of that in the future.</p> <p>Club night has commenced with very low numbers due to the NSW qualifying meet. The night went off without a hitch, nice work to the team that was there. I look forward to the summer season.</p>	Wendi Davey
Secretary	<p>Secretary Calendar</p> <ul style="list-style-type: none"> - Quick review for upcoming items <p>Bunnings BBQ looking like Dec 2019</p> <ul style="list-style-type: none"> - Dec 22 locked in, pending completion of paperwork - Will pass over to Neil to run with <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>	Steve Amies
Race Secretary	<p>My attention is turned to finishing entries for the clubs 2019 open water event with Kathy. Entries close this week.</p> <p>At this stage Kathy and I will be meeting this Friday afternoon to finalise the open water entries. We have about 400 entries as at Oct 21</p> <p>There are some manual entries to be done before this Saturday.</p>	Dave McAuley

	<p>Thank goodness swim central is running a lot better now as compared to when we had our short course meet.</p> <p>Open Water Meet</p> <ul style="list-style-type: none"> - JB has the helpers list done and send to Julie for publishing - Swimmers are now entering the open water online through swim central. - 480 entries, looking to top 500 - So far so good, no emails complaining they can't enter. - Medals, sorted - 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 - Kathy confirmed and other officials have replied to John Rolhoff in support - 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 o Water for athletes – 600 bottles required - Regatta centre approval done - Risk assessment forms to be received and completed - SMSW approvals complete and up on their website - Water safety and first aid via SES 95% confirmed - Technical officials looking good, 16 booked in - Equipment hire good to go - Canoes and kayaks <ul style="list-style-type: none"> o better structure this year o Each allocated zones o Have 5 kayakers - Swim caps in progress - Medals - Alan to count and confirm enough - Trophy – good to go - Online entries for non-registered swimmers available - Race announcer locked in - Email campaign to be sent out to last year's entrants - 730am for 1km start - Stampers need to start by 630, be at the venue by 615am ready for briefing <p>Insurance indemnity forms need to be completed by each competitor before check-in, otherwise no number / swim</p> <ul style="list-style-type: none"> - Send form out in group email - collected on the day at registration - have spares on the day for those who don't bring them - Have received several enquiries about 9 yr olds swimming. All agreed that we won't be accepting 9yr olds <p>Club Records</p> <ul style="list-style-type: none"> - Dave to investigate 	
<p>Metro South West Delegate</p>		<p>Wendi Davey / Karen Bentley</p>

<p>Vice President (competition)</p>	<p>Bunnings BBQ paperwork about to be sent</p> <p>Sponsorship tight. Not a lot of replies from phone calls</p>	
<p>Vice President (social)</p>		<p>Mel Rowley / Neil Rowley</p>
<p>Treasurer</p>		<p>Alan Bentley</p>
<p>Coach</p>		<p>Jackie Barck</p>
<p>Registrar</p>	<p>Membership Renewals</p> <ul style="list-style-type: none"> - 125 members have renewed as at 7pm Sunday 20 OCT. - 26 members have utilised Active Kids vouchers - Some minor issues with renewals but mostly the process has been straight forward for most members <p>Role Handover</p> <ul style="list-style-type: none"> - Handover to Cas has now begun. - Steve to add Cassie in as an admin for our entity 	<p>Cassie Mobbs / Dave Hanrahan</p>
<p>Property Officer</p>	<p>Report</p> <ul style="list-style-type: none"> - New club training shirt & singlet have been advertised on team app. Orders will be taken until Friday 25th October and then the order will be placed. - The club has kindly agreed to subsidise 40% for 1 shirt for each athlete, for the initial order. - Another swimwear order will be placed if we receive enough interest. (We need to order a minimum of 20 items) <p>Agenda Items</p> <ul style="list-style-type: none"> - Which teal colour would we like on our new shirts? The same as the club polo or the rep shirts? Yes, the same as the rep shirt - On the new training shirt & singlet, are we happy to keep the white writing on the back, instead of the teal which is currently on most apparel? Yes, white writing on the back. - Proposal for a new club polo shirt to align with the new design of the training shirt & singlet. (I have a sample artwork to show) <ul style="list-style-type: none"> o 45-55 o Very similar design to the singlet, but predominantly black (vs white) o Look to launch in the new year o Look to subsidise for registered swimmers, amount to be confirmed 	<p>Rachel Nekic</p>
<p>Publicity Officer</p>	<p>NACSC Short Course Meet</p> <ul style="list-style-type: none"> - Do video from meet day. <p>Swim Story re Jordan Amies</p> <ul style="list-style-type: none"> - will discuss with Steve - Not to be published until SMSW and Metropolitan Athlete recognition pieces are completed and published on website - Awaiting copy from JB. <p>Athlete achievements on website:</p> <ul style="list-style-type: none"> - Awaiting copy from JB <p>SC Meet</p> <ul style="list-style-type: none"> - Thank you certificates to sponsors and raffle donators? Julie to provide template. 	<p>Julie Sheldrake</p>

	<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. - Look to complete on the back of renewals for new swimming year. Check with Dave H / Cassie <p>Put Intro Pack on Team App and Website</p> <ul style="list-style-type: none"> - awaiting approval by committee - Wendi needs latest team photo and 'how to register' letter from Dave H / Cassie <p>New tab – Presentations and Awards</p> <ul style="list-style-type: none"> - need to get names / previous winners up on website <p>Open Water Sponsorship</p> <ul style="list-style-type: none"> - \$100 gift card from Southlands Woolies - How much water do we need? - Alan to provide Julie with photos and details for newspaper publication <p>Comedy for a Cause</p> <ul style="list-style-type: none"> - Look at dates in Feb for Comedy for a Cause? - Reach out to Dave Hanrahan re the cricket club – could I talk to the cricket club organiser about their experience? - Awaiting feedback/ contact from Dave H. 	
<p>Program Committee</p>		
<p>Club night Organiser</p>	<p>No starter</p> <ul style="list-style-type: none"> - Rob Haes no longer available. - Jenni Payne has offered to help but will not be available all the time <p>Back to one referee</p> <ul style="list-style-type: none"> - not sure if Matt will be joining us this season particularly when we move to Glenbrook <p>Second trial of Meet Mobile</p> <ul style="list-style-type: none"> - will be conducted on 18th October so will report back on that <p>New Parents night</p> <ul style="list-style-type: none"> - what to cover other than Swim Central - Put a TeamApp post out and ask who's interested and what topics they would like covered <p>Old participation trophies</p> <ul style="list-style-type: none"> - a lot left over from previous seasons. What should we do with them? - Look to present club night swimmers of the night – encouragement award – boy and girl 	<p>Rita Hall</p>
<p>AOB</p>	<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>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: 8:30pm

Next Meeting

Date: 27th November 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**