



Swimming Taranaki Board Meeting Minutes

Venue:	Logicamm Offices	Date:	29/09/2020	Meeting Opened:	6.00pm
Present:	Lisa Goble, Sue Darney, Kayanna Keenan, Denyse Salisbury, Tracey Knofflock, Donna Bouzaid				
In Attendance:	Alison Gadsby & Rowan Williams (Board handover only)				
Apologies:	None – all in attendance				

Alison and Rowan spoke briefly of their views of the board's purpose as to support the whole of Taranaki in region, board to make themselves familiar with constitution and policies, implementing strategic plan. Alison mentioned that Central Swimming relationship was something that was never resolved and how it would be good to see the new initiative of the Inter Club Challenge expanded. Alison and Rowan then left the meeting.

Agenda Item	Discussion/Action	Moved/Seconded	Responsibility	Date:
Board Appointments	Nominations were called for board positions: Chair – Lisa Goble Deputy Chair – Kayanna Blazer Committee – Kayanna & Denyse Technical Committee – no board member required Signatories – Tracey Knofflock to be added alongside Sue Darney and Lisa Goble	Denyse/Tracey Denyse/Sue Kayanna/Lisa Denyse/Sue	Tania	Immediate
Conflicts of Interest	Donna is the Head Coach of the Junior Camp			
Confirmation of Previous Minutes	The minutes from the meeting held 8 September 2020 were read and accepted	Lisa/Sue		
Matters Arising	No matters arising from previous minutes			
Strategic Plan	<ul style="list-style-type: none"> A review of the strategic plan will take place over the next couple of months A meeting to be held with member clubs to discuss what clubs need and want from Swimming Taranaki, Meeting date: 17 November 2020, 7pm, contact via phone and email. Lisa to phone each club's Chair (Tania to provide contact details) 		Tania Lisa All Board	

	<ul style="list-style-type: none"> Board Charter – requires each board member to read and raise any items as required for next meeting 			13 October
Policies	Flannagan Cup policy in review with FC committee		Sue/Rowan	
Finance Report	<p>Move that the finance report is taken as a true and correct record and the accounts are approved for payment. Funding Schedule was presented and reviewed. Preparation of funding applications required</p>	Sue/Tracey	Tania	10 November
Technical Report	<p>A report was received and new officials will be included in 2020/2021 annual reporting. For future reference: Technical committee chair will attend every alternate board meeting and have a report sent to the board 7 days before the scheduled board meeting. Board meeting dates to be sent to technical chair. Technical chair to be sent board minutes each meeting</p>		Tania	
Records Officer Report	<p>No records this month In order for a successor to this role to be appointed, a current overview of job and its requirements was needed, suggest George to create a current job description. Tania to liase with George</p>		Tania	
Junior Camp 2020	<p>Camp to be held in Bell Block 16-17 October 2020 Registrations form due 7 October 7 Registrations received to date – reminder to circulate</p>		Tania	Immediate
Time Buster	13 November 2020 – meet flyer to action (to send to Technical Committee & Board), book pool, to run in same format as last year		Tania	Immediate
12/U	<p>A discussion was had over the 2019 review and what feedback from survey we can implement. This meet mirrors the SNZ Junior Festival over three sessions. The board are aware of the financial implications Covid19 has had on our members therefore agreed to reduce fees for this year only to \$7.00 per event.</p> <ul style="list-style-type: none"> Meet flyer to circulated 		Tania	Immediate

	<ul style="list-style-type: none"> • Officials roster – board require the official roster to be completed and confirmed two weeks prior to event • The need for event organisers was raised, to discuss with Technical Committee • Parade theme 'Under The Sea' and to ensure enough information is provided • Club duty roster – dependant on numbers, will review once entries have closed 		Technical Committee	13 November
			TC/Tania	10 November
			Tania/Board	23 November
Inter Club Challenge	To ascertain clubs interest to assign dates To work on format for challenge		Denyse/Tania Denyse/Tania	10 November 10 November
Transfers	No member transfers to record			
General Business	<ul style="list-style-type: none"> • TOCS course date availability – 1 May 2021 • AUSTSWIM course information being held in January circulated to all member clubs • Computer Upgrade – all agreed to replace computer rather than proceed with repairs, to obtain quotes to compare 		Tania Sue	Immediate ?
Meeting Dates	13 October 2020 – Zoom 7pm 10 November 2020 – Logicamms 6.15pm 17 November 2020 – Club Meeting, Logicamms 7pm 4 December 2020 – Location/date to be confirmed 9 February 2021 – Logicamms 6.15pm 9 March 2021 – Zoom 7pm		Donna	

Meeting Closed:	8.10pm
Next Meeting:	13 October 2020 – Zoom 7pm

Signed as a true and correct record:  Date: 29 September 2020