



Swimming Taranaki Board Meeting – Minutes

Venue:	Loggicam	Date:	10/08/2021	Time:	6.15pm
In Attendance:	Denyse Salisbury, Lisa Goble, Tracey Knofflock, Tania Stockman, Cath Tippett (TC), Donna Bouzaid (arrived 6.55pm)				

Item	Discussion/Decisions	Moved/Seconded	Responsibility
Apologies	Sue Darney, Kayanna Keenan		
Conflict of Interest	None recorded.		
Confirmation of Previous Minutes	Minutes of the 13 th July meeting were read and accepted	Lisa/Tracey	
Governance/Strategic Planning	Coach/Athlete Development:		Donna/Lisa
	Participation:		Tracey/Denyse
	Communication:		Kayanna/Sue
Policies	Donna has offered to assist with the review of policies		Donna/Admin
Health & Safety	No incidents at Intermediate Camp however first aid applied to bleeding toe, blistered toe and Panadol issued to three swimmers.		
Financial Report	<ul style="list-style-type: none"> Finance report as attached, move that the finance report be read and accepted and all accounts passed for payment. <p>Discussion Items:</p> <ul style="list-style-type: none"> Future funding plan required. Tania to draft P&E funding application for Toi Foundation (due September) to include all events in 2021/2022 season that we do not have funding yet for including Inter Club Challenge ideas surrounding 'learning systems' – see technical comments below. Capital grant for uniforms, lap counters. Cath has agreed to review draft. Tracey has offered to help prioritise future funding schedule 	Lisa/Denyse	Tania

	<ul style="list-style-type: none"> • Entry income – Donna put a motion forward for clubs to pay \$0.50 per entry as a way of generating income due to loss of funding, all board members agreed and a letter to clubs is required explaining the fee and process, ST to invoice clubs following club meets. 		
<p>Technical Report</p>	<p>Discussion items:</p> <ul style="list-style-type: none"> • Follow up on technical action points, Tracey to raise at this week's TC meeting • 12/U meet type required, discussed the removal of this event from the list of regional designated meets by SNZ, Cath advises this meet is required to be a designated meet. To advise SNZ and update the list of designated meets (we will lose either the 2022 LD meet or Xmas Smash, no preference was provided therefore will carry over until TC advises?) • Donna raised the idea of introducing a 'learning system' for the Inter Club Challenge such as reminder cards (two hands), posters promoting good swimming. To include such costs in the P&E funding proposal – 1000 cards, banners) • To avoid any confusion over inter club meets and Inter Club Challenge, rename Inter Club Challenge to 'Have a Go Summer Series'. This does therefore mean we have a trophy labelled 'Inter Club Challenge' – carry over further discussion on this. • Technical Committee Report (read by Cath Tippett): <ul style="list-style-type: none"> ○ Scratching rule at relay event was difficult to enforce given short time from meet commencement to race start time and the fact that the Administrator does not work Fridays so changes immediately prior slowed race readiness down. Was great to see good level of participation from Okato, Inglewood and Highlands. ○ Interclub Challenge going well and a good platform to use introducing new officials poolside. ○ Recorders and announcers are now the area where new people required. Especially now Tonya has qualified as a Starter and Beth often needed in recording. 		<p>Tracey</p> <p>Tania Technical</p>

	<ul style="list-style-type: none"> ○ Next technical meeting scheduled for Sunday at Stratford, where we will work on upcoming Taranaki SC meet on 17-19 September. An invitation has been sent to Dianne Farmer but no response yet, probably due to her being present at the Olympics and required MIO afterwards. ○ Recent qualified officials: Tonya Callebaut (Starter), Jason Pinto (Referee) <p>Tania has previously advised at April meeting that we did not receive any changes to relays that were not actioned and no changes were sent on the Friday prior to relays.</p>		
Records Officer Report	<p>For your information:</p> <p>Owen Family Cup is for Male 13-14 4 x 50 Free Okato Family Cup is for Female 10 & Under 4 x 50 Free</p> <p>The above Engraved Trophies do not match the Swimming Taranaki Records document, as the current Records Officer I have made the decision to change the Swimming Taranaki Records document to match the engraved trophies as this is the easiest and most cost effective decision. Unfortunately the electronic records do not go far enough back to determine how this occurred – but these do need to be brought into alignment.</p> <p>Tania advises that minutes from when these trophies were introduced are as per Record Officers documents.</p>		
Taranaki Events	<ul style="list-style-type: none"> ● Long Distance Meet – discussion and review of event (carried over from July), no review was undertaken therefore carry over until next meeting. ● Taranaki Awards – discussion and review of event (carried over from July). Board review: Good attendance. ● Intermediate Camp – discussion and review of event (jot form survey completed by 3) – reviewed feedback, only 3 received all with positive feedback. No other feedback/review discussed. ● Junior Camp – 2-3 October 2021, confirmed flyer and dates. Ready for circulation and publication. 		Tania

National Events	<ul style="list-style-type: none"> • NZSC – funding received from Lions Foundation. <ul style="list-style-type: none"> ○ Flag provided to Lisa Goble. ○ Caps and hoodies required for new national swimmers (see general business) 		
Transfers	<ul style="list-style-type: none"> • Miss R Johnston from Mercury Bay Swim Club to Hawera • Max Cave from Highlands to Aquabladz 		
Upcoming Events:	<ul style="list-style-type: none"> • AGM 19 September – Change date to 18 September –to send notification to clubs and life members • Taranaki Open Champs 17-19 September – to follow up to see if Rarotonga swimmers attending <p>Discussion Item: Implementing an events organising committee (carried over from July), photographer? – our next meeting is the same week as the Champs- Tania to send check list to Tracey of meeting requirements to ensure event well organised.</p> <ul style="list-style-type: none"> • Junior Camp 2-3 October 2021, no discussion. • Fly Stroke Clinic 5 September 2021, no discussion. 		Tania Tania Tania/Tracey
General Business	<ul style="list-style-type: none"> • Taranaki Different & Better –to send Zanta email regarding meeting after AGM • SNZ AGM – 26 September 2021 (regional forum 12.30-2pm, AGM 2.30pm), no offers to attend received • Stratford meet date change to 5 September request received, all agreed to allow date change and to therefore extend closing entry date for SC champs to 8/9/21. To update SC flyer and circulate. • Lap Counters- All agreed they were happy with Teamline Lap Counters however to look at funding for these. • Balance is Better/Good Sports – Sport Taranaki proposes to address board in person, to arrange after AGM. • SNZ Regional Admin notes – no comments or questions. • ST Centennial – February 2024, Donna proposed we select a committee for this, carry over until next meeting. • 2021 12/U – all agreed to increase the entry fee to pre-covid amounts 		Tania Tania Tania Tania

	<ul style="list-style-type: none"> • Hoodies – agreed to purchase 10 hoodies in range of sizes – XL, L, M • Caps – Donna advises that Dome caps will be required for national swimmers, to include in funding application. • Annett Zabel attended Sec Schools & NZSC, Lisa proposed we provide \$200 vouchers, all agreed. Tania to claim reimbursement prior to purchasing. 		<p>Tania</p> <p>Tania</p>
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Action List (carried forward)

- Regional constitution update to reflect VTO amendment (awaiting confirmation from SNZ)..... Tania
- Clubs to be informed of technical requirements and what their role is Technical
- Sharing of officials documentation within clubs Technical
- Technical training with Diane Farmer Rowan/Technical
- Flannagan Cup manual to be sent to ST..... Rowan/Flannagan Cup Committee
- Public Liability Insurance (Flannagan Cup)..... Sue
- Calendar – to include Taranaki Primary Schools event..... Donna
- Storage/scanning of archives Tania/Board

Meeting closed: 8.15pm

Signed as a true and correct record:



Date: 14/09/2021