

Swimming Taranaki Board Meeting – Minutes



Venue:	Zoom	Date:	13/07/2021	Time:	6.00pm
In Attendance:	Lisa Goble, Kayanna Keenan, Denyse Salisbury, Tracey Knofflock, Tania Stockman				

Item	Discussion	Moved/Seconded	Responsibility
Apologies	Sue Darney, Donna Bouzaid		
Conflict of Interest	None to declare		
Confirmation of Previous Minutes	Minutes of the 8 June 2021 meeting were read and accepted	Tracey/Lisa	
Strategic Plan	<ul style="list-style-type: none"> Reviewed draft, to remove two pages in draft (word dump pages) unless these can be changed to 'how we are going to do this' like the rest of document. Need to align athlete and coach pages to rest of document. Coaching Pathway – to add the start at learn to swim level. Updates to be sent between next meeting and all agreed to approve changes via email. To change photo on participation page – either that or remove. The Wheelhouse Governance Workshop – Resource documentation sent to board members and encourage all members to attend this workshop. 		
Policies	<ul style="list-style-type: none"> Tania requested a board member be assigned to oversee the review policies prior to board meetings. 		
Health & Safety	<ul style="list-style-type: none"> No issues to report To look into diving depths for Interclub challenge by December as Waitara and Inglewood pools pose a H&S risk. Tania requested a board member be assigned to oversee the health & safety of ST. 		
Financial Report	<ul style="list-style-type: none"> Move that the financial report be read and accepted and accounts be approved for payment. Accounts for payment added to finance report approved (Tania Stockman reimbursement, STDC & Warehouse Stationery) Kayanna to assist Tania/Sue with a funding schedule 	Lisa/Denyse	Tania/Kayanna
Technical Report	<ul style="list-style-type: none"> To follow up on technical actions (Tania to send Tracey a brief) 		Tracey
Records Officer Report	<ul style="list-style-type: none"> No records from Stratford, LD Meet, BOP results yet to be published 		
Taranaki Events	<ul style="list-style-type: none"> Long Distance Meet – event review to be undertaken TR Awards – event review to be undertaken 		Tania Board
National Events	<ul style="list-style-type: none"> NZSC, funding received from Lions Foundation, entries close 3/8, team managers to be police vetted reminder sent 		
Transfers	<ul style="list-style-type: none"> Z Collins from Aquabladz to Coast Swimming Club O Wheatley from Highlands to Aquabladz 		

General Business	<ul style="list-style-type: none"> • Congratulations to Zac & Sue for Sports Award letter to be sent • Police vetting – a reminder to clubs on how the process to be sent • 12/U designated/development meet email to Tracey for TC 		Tania Tania Tania
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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

Meeting closed: 7.26.00pm

Signed as a true and correct record:



Date: 10/08/2021

Future Meeting Dates:

10 August 2021	Logicamm Office – 6.15pm (Technical Committee in attendance)
14 September 2021	Zoom – 7pm
19 September 2021	AGM – Stratford
12 October 2021	Logicamm Office – 6.15pm (Technical Committee in attendance)