



**Swimming Metropolitan North East
Minutes - Management Committee Meeting
4th April 2017
Start 19.30pm at Belrose Bowling Club**

Subject	Details
Chair	Meeting opened at 19:40 pm with Judy Tier as the chair.
Apologies	Molly Schafer, Graeme Field, Lilian Washer, Suzanne Brown, Sunny Bidner
In Attendance	<ul style="list-style-type: none"> • Judy Tier, Bronwyn Hewish, Ben Ramsden, Peter Shell, Dennis Gorrick, David Beck, Ariel Darley, John Bladon
Minutes	<ul style="list-style-type: none"> • Approved Minutes from previous meeting. Moved by Dennis, seconded by Peter. Carried
Matters arising	<ul style="list-style-type: none"> • Motion moved for Ariel Darley to take on the position of Treasurer. Moved by Dennis Gorrick and seconded by Ben Ramsden.
Finance report – Ariel Darley	<p>(See Ariel's attached email of 19 February 2017 for content) - Ariel was asked to perform a forensic analysis of accounts and discovered that monies taken for a float had not been returned.</p> <p>Cash takings had not been accounted for. Seemed a bit light on. Expected the money to have been \$1,000</p> <p>Dennis had a conversation with Adrian (see file note attached) - Adrian to provide a reconciliation. Float and cash takings.</p> <p>Committee agreed that no further monies are likely to be recovered from Adrian in respect of the float and takings.</p> <p>Action has been taken to remove Adrian's access to all relevant accounts and online information.</p> <p>Ariel has discovered through her forensic analysis that Adrian had for two years taken unauthorised loans. 2015/2016 he took an unauthorised loan of approximately \$3,800 and this year the \$4,800 was not banked for a period of approximately 10 months.</p> <p>A decision will be made on any further action to be taken once Dennis has a final conversation with Adrian in conjunction with the audit process.</p> <p>Processes have been reviewed. Cash handling in the main has been eliminated or minimised.</p>

	<p>Ben to reconfigure inet access and remove Adrian's access as administrator.</p> <p>Resolution of Committee to put Ariel on as signatory. Motion by Ben seconded by Judy.</p> <p>Finance reports to be attached to minutes.</p> <p>Discussion on where and how money should be invested in our swimmers.</p> <p>Coach development. Older swimmer development. Suggestion to ask clubs. John suggested an open championship in our area open to all areas recognising best swimmers in our area.</p> <p>Events for older swimmers should be more social. Set goals. Trip away for training camp and to qualify would need to compete in area championships. Try to get older swimmers together.</p> <p>Ask for people to volunteer to run a project for older swimmers. John Bladon happy to assist as mentor.</p> <p>Paypal failure still ongoing. David trying to deal with the remainder.</p> <p>Moved by Ben , seconded by Dennis- carried</p>
<p>Development Committee Report – David Beck</p>	<p>David to reconcile accounts but he authorised by Committee not to take the matter further and any missing payments will be waived given uncertainty.</p> <p>David has approached coaches but difficulty because Swimming NSW has been changing the dates. David to provide dates as soon as possible so we can advise our clubs.</p> <p>Paypal to be reinstated by Ben so it can be up and running for development squad.</p> <p>Pricing to remain the same.</p> <p>Discussion surrounding assistance for coaches, either financial, expense or payment for development.</p> <p>Moved by Peter, seconded by Ben - carried</p>
<p>Competitions Report – Dennis Gorrick</p>	<p>Speedo Heats 5.2.17: Fairly crowded because did not use outside area due to heat. Next time would use outside area at PLC to give attendees more room.</p> <p>Availability forms worked well.</p> <p>At finals on 12 March 2017 secured first place for first time. Smallest Area so terrific result. Coaches worked really well with their teams.</p> <p>Great commitment from coaches and swimmers.</p>

	<p>Each coach was given a relay team to look after and that worked really well.</p> <p>National qualifying meet ran well. Will do more of that type of event given it worked well and easy meet to run.</p> <p>7 May distance championship events. Dual purpose – makes winter meets shorter. Early start to fit in water polo.</p> <p>Winter championships 27 and 28 May looking for them to be 4 to 5 hour days.</p> <p>Discussion surrounding 13 and under meet making it 12 and under but looks like will be 13 and under.</p> <p>Very difficult to secure dates at SOPAC.</p> <p>Dates allocated to SMNE by SNSW.</p> <p>Moved by Ariel, seconded by Ben - carried</p>
Technical – Ben Ramsden	<p>Technical Committee ATSC sub-committee meeting in February was very productive.</p> <p>Went through re-accreditation, developments of technical officials, mentoring, assessment changes to make it easier and better, clarity about having to have starter and referee at meet to make it easier.</p> <p>Practical assessment by Ben Ramsden and Bret Patrick for referee recently passed.</p> <p>Need to continue succession.</p> <p>SAL launched Marshall and Check Starter courses online.</p> <p>Need to work on sign up and nomination and how to encourage people to volunteer.</p> <p>Moved by David, seconded by John - carried</p>
General Business	<ul style="list-style-type: none"> • Dennis has sent around dates for club meets and competition meets. • Website out of date. In need of a communication person so the website operator can update the website. • Webmaster: markpchampion@gmail.com • 0452338433 • Likely need to Change AGM date.
Next Meeting	AGM
Meeting closed	9.30pm
President Approval	Obtained at meeting 1 June 2017 by Judy Tier