



**Swimming Metropolitan North East
Minutes - Management Committee Meeting
27th July 2016
Start 19.30pm at Belrose Bowling Club**

Subject	Details
Chair	Meeting opened at 19:30 pm with Judy Tier as the chair.
Apologies	Graeme Field, Adrian Roestorf, David Beck, Molly Schafer, Lilian Washer
In Attendance	<ul style="list-style-type: none"> • Judy Tier, Bronwyn Hewish, Ben Ramsden, Dennis Gorrick, John Bladon, Suzanne Brown, Peter Shell
Minutes	<ul style="list-style-type: none"> • Approved Minutes from previous meeting. Moved by Dennis Gorrick; seconded by John Bladon. Carried
Treasurer – Adrian Roestorf	Audit and reporting discussed and attended to in General Business.
Development Committee Report – John Bladon	<ul style="list-style-type: none"> • John reported B & C Squads went very well. Conducted at PLC Pymble. The numbers in C squad were higher than in B, which is not unexpected. • Consideration will be given to splitting the squads or restructuring when reviewing for next year. • The entries for the Willoughby meet for B & C Squads have been finalised and will be at Knox. • Swimmers will be asked to wear SMNE shirts and caps and will have support provided by the coaches of their development squad. There will be an attempt to make the event a team event, however, swimmers will be welcome to move to their usual swim club coach if they would prefer. • A-squad currently has 12 swimmers from the Area who have expressed interest in participating. • D & E Squads are still building up their numbers. There is still time to go until the close date so numbers are expected to keep growing. • Flexibility is working well and swimmers are benefiting from the encouragement. • The feedback has been that the communication from David has been excellent – targeted communication has been much appreciated by parents/carers and the events have been very well organised. • David and his family were there to meet the families and swimmers and made everyone feel welcome and comfortable. • David has been excellent to work with. <p>Moved by Dennis Gorrick; seconded by Ben Ramsden. Carried</p>
Competitions–	<ul style="list-style-type: none"> • Upcoming meets identified at the AGM have been confirmed

Dennis Gorrick	<p>and the details are on the website.</p> <ul style="list-style-type: none"> • To ensure communication to members and swimmers, Dennis will email the details of the upcoming meets to the SMNE Secretary to distribute to the clubs on his behalf. • It was noted there were a few clashes with dates including with national short course and coaches conference, however, Dennis confirmed the dates were not flexible. • SMNE are offered dates by SOPAC so fairly fixed without flexibility. • Speedo Heats will be on 5 February 2017. • Speed Finals will be on 12 March 2017. • There was a discussion concerning the Area Review being conducted by Swimming NSW – no timeline has been set for the completion of this review. The purpose of the review is to gather feedback and review competitions. <p>Moved by Ben Ramsden; seconded by Peter Shell. Carried</p>
Technical – Ben Ramsden	<ul style="list-style-type: none"> • Peter Shell was formally welcomed and appreciation extended for his joinder and contribution to the ATSC committee. • There are two new referees in our area. Congratulations were extended to Adrian Roestorf and Alex Warwar and Ben recognised their efforts and commitment to swimming. • The area will also benefit from a new and very competent AOE operator, Ariel Darley. • John Hart was acknowledged as our area’s Swimming NSW “buddy”. He has been invaluable and has given much appreciated and helpful feed-back. • 6 people attended Peter Shell’s starter course recently. This is an excellent development. • No development programme is up and running and remains a work in progress for Ben. • TO’s for the positions of Chief Timekeeper and AOE have been the primary target areas. Chief Timekeeper still needs to be a focus. • SMNE has been asked to give support to the Willoughby meet and we are doing so. • SAL has asked for changes to be made to the assessment programme. Referees now need an exam and 2 assessments. At least one of the level 1 referee assessments needs to be at an Area meet and the other can be at a club championships. They should be undertaken by 2 separate assessors, however, this remains up for discussion. • IOT and JOS now have exams. • There remains a single assessment for IOT and JOS. • SMNE will continue to arrange for the Assessor of referees, IOT and JOS to be out of area. • Starter now requires 2 assessments. One at an area level and one somewhere else. • Swimming NSW online IOT course will be launched shortly. <p>Report moved by Dennis Gorrick; seconded by Suzanne Brown.</p>

	<p>Carried</p> <ul style="list-style-type: none"> • In a further discussion the Committee repeated the request previously made for Ben Ramsden to provide a quotation for developing online training modules and assessment for Marshall and Check Starter/Clerk of Course courses online. • Once the quotation is received the Committee will consider progressing the matter, in the absence of Ben, who again declared his interest in the development of this programme and did not plan to be and has not been part of the decision making process. • The following was flagged for further discussion: One of the factors in making a final determination on whether the project would be progressed by SMNE was that John Hart of Swimming NSW had been tasked with progressing the online programmes for marshall and check starter and there was possible development at SAL. The likely delay in its development by Swimming NSW and SAL will be balanced with the gain that might be achieved by earlier development and increased volunteer numbers. • Peter Shell proposed to approach other areas such as SMNW to determine if there was any interest in sharing the cost. He would report back at the next meeting. • The matter would be discussed at a further meeting when the quotation had been received. • Peter Shell advised that at the Awards event on 23 July 2016 Ben Ramsden was awarded the Technical Swimming Committee Convenor of the Year 2016 by Swimming NSW. Congratulation and well deserved. • A relevant photograph and announcement would be uploaded on to the website. Bronwyn Hewish will draft the announcement to be on behalf of Judy Tier. • A motion and proposal was carried for Sunny Bidner to be appointed to the ATSC Committee. Proposed by Dennis Gorrick and seconded by Suzanne Brown.
General Business	<ul style="list-style-type: none"> • Ben Ramsden raised the issue that he had recently become aware that the accounts presented at the AGM had not been audited. In addition he raised the absence of regular presentation of accounts at each meeting during the 2015/2016 financial year. • There was a discussion concerning what should be provided to the Committee for each meeting and that compliance directives needed to ensure processes and procedures were followed. • To address this, a motion was proposed by Bronwyn Hewish that: To ensure compliance with the constitution, Judy Tier would instruct Ian England to commence the auditing process. Judy to then advise Adrian Roestorf to provide all necessary information and documentation to the auditors within 14 days. Should Adrian require assistance with this process, Judy will ask him to let her know within 3 days of the date of her email.

- Motion seconded by Suzanne Brown.
- A further motion was proposed by Bronwyn Hewish that: Financial reports would be tabled at or prior to each management meeting. Judy Tier will include this in her communications to Adrian Roestorf.
- This motion was seconded by Ben Ramsden
- John Bladon raised that coach development information should be distributed.
- It was agreed SMNE is keen to support coaches particularly coaches that assisted in area development.
- John has put together a document with practical ideas about how to assist coaches and he will distribute this to the committee. They include reference to conferences, mentoring and courses.
- Only \$360 was spent last year on coach development.
- John Bladon confirmed the project focusing on the retention of older swimmers was very much still on the table. He raised some ideas including the provision of events and meets for the older age group and targeted training days.
- John confirmed he had previously sent a questionnaire to coaches for their ideas and feedback and it was agreed that trying a few different projects was the best way to move forward.
- The aim would be to try to keep our members participating so they stay in the sport in some way.
- John will aim to have a firm proposal for the next meeting.
- John floated the idea of moving area programmes to March to keep swimmers engaged with a return to dress up events and more entertainment based events.
- John also expressed that there was a need to find a way to make the race experience more team orientated to ignite team spirit.
- The committee then discussed how best to obtain feedback from the clubs as to what they wanted SMNE to focus on.
- John proposed that SMNE ask the clubs and coaches to go to their membership and ask their member's for ideas as to what they want from SMNE. It was proposed this would be done by Email from Bronwyn Hewish as SMNE secretary on Judy's behalf and the ideas provided by the clubs then collated and brought to a committee meeting to discuss and action. Seconded by Bronwyn Hewish.
- Bronwyn Hewish raised the issue of communication with clubs and suggested communications to clubs should be sent through the secretary email address to ensure all clubs received relevant emails and notifications.
- Suzanne made a recommendation for next year's development squad events, that SMNE should ask swimmers whether they need a T-shirt to ensure there is no waste.

Next Meeting

14 September 2016

Meeting closed	Meeting closed at 21:30 pm.
President Approval	