

Minutes of the
ARENA SWIM CLUB INC
 Regular Meeting: Tuesday 16th October 2012
 5.30pm Winners Club – Arena Joondalup

Present

Phil Wall (President)	Paul Manning
Mike Meinema (Treasurer)	Sarah Kimber (Registrar)
Clare Masolin (Secretary)	Bernie Smith
Karen Wilson	Caroline Vafeas
Corretta Robson	
Rod Bonsack (Head Coach)	

1. Welcome:

Meeting opened 5:35pm – President Phil Wall chaired the meeting.

Apologies: Jan Mills, Louise Claxton (ill)

2 Confirmation of Minutes:

- 2.1 Confirmation of Minutes of Regular Meeting held 18th September 2012 unaltered; moved: Caroline Vafeas, seconded Sarah Kimber
All in favour – CARRIED

3 Coach's Report

- 3.1 Request for funds – **streamline floats**:- (Approx 6) required to assist swimmers to improve streamline technique. Rod will source quote from a supplier and share with committee
- 3.2 **Arafura 2013** teams – Rod queries whether Club is committed to having a presence at this meet. Discussion suggests initial EOI will also call for (parent) assistance external to the committee to work with coaching staff on coordination of administrative /planning matters and approach committee once numbers and budget are known, to establish Club's capacity to offer financial assistance to attending swimmers. EOI notice is to be placed in next newsletter.
Update 31/10/12:- 2013 Arafura Games postponed
- 3.3 **2013 Camps** - Rod again conveys that coaches are keen to proceed with squad camps but wishes to gauge the extent of Club's capacity to offset costs to attending swimmers as was the case with the 2012 camps. Phil suggests Coaches need to submit a plan detailing their proposal and budget as a first step. A reminder too that much of the subsidised activities in the 2011-12 season were made possible as a result of the BHP sponsorship. As we no longer have these funds available, it is important to note that increased fundraising activities or a greater financial contribution will be required by parents to enable their swimmers to participate in initiatives. Caroline suggests there is a general understanding that cost to parents will increase. A good first step would be to advise families of the possible dates of camps to ensure enough notice is received during holiday time.

Phil adds that the number one priority for use of Club funds is to assist National swimmers travelling interstate to compete.

- 3.4 **Tiff's Travels** is having a break due to University commitments for Tiff.

- 3.5 Rod advises that ASC have been fortunate to secure the services of Luca Accurso (Uni-student and ex-ASC swimmer) taking landwork with the Nat Age team 2 nights weekly 6:30 – 7pm at no charge for 8 weeks until 28/11/12. Rod suggests ASC consider the long term viability of retaining Luca past this time as VW will not pay to retain her. Cost is likely to be \$30- for 30 minutes.

Action: Phil to determine viability of ASC continuing a sub-contract association with Luca in her capacity as supplementary landwork trainer past 28/11/12

Clare comments that she has fielded a number of parent enquiries recently about calendar meets – highlighting the need to get information concerning targeted meets onto the website asap. Rod confirms this information has recently been completed and will appear on the website once Alan has the opportunity to post.

Rod left the meeting at 5:55pm

4 Business arising from previous minutes

- 4.1 Working with Children Checks – Mike notes 2 ASC Committee WWC checks remain outstanding and this is holding up the SWA Affiliation paperwork. Those concerned have undertaken to forward a copy to Mike asap.
- 4.2 Next Club Friday Night Race meet is set for 23/11 (2 days prior to the ASC Carnival). It is anticipated that the meet will feature 50m events at the discretion of the coaches.
- 4.3 ASC New Business Model – Discussions continue between Phil and VW (Chris Andrijch). Phil warns that future model can not be based on West Coast as the circumstances are 'chalk and cheese'

5 Action Items

(9.3: 18/9/12) ASC LC Sprint Meet 25/11/12 – update (Sarah). Unsure at what point Stuart's planning is or if sub-committee has been convened. Sarah will assist with Raffles and fundraising for the day. Suggestions are for Money Tree and Silent Auction (cricket bat – with a reserve set, Eamon Sullivan memorabilia). Sarah will make contact with Cindy De Bomford who has offered assistance. Hampers are popular but it is a time consuming process to have families contribute items and if it goes ahead needs to be started asap.

Action(i): Clare to send refreshment list, hamper/ raffle contribution correspondence and Cindy De Bomford's email address to Sarah asap DONE

(3.1(i): 19/6/12) ASC Banner proposal – This item has not progressed and it is agreed that with the ASC Sprint Carnival looming it would seem opportune to endeavor to sort a proposal to present to Sign Synergy (Mario and Delilah Valentim) prior to this time. An updated ASC banner showing current insignia is a priority.

Action(ii): Caroline has agreed to revisit this item and formulate a banner proposal to present to Synergy Signs

9.2(ii) 3/4/12 Glass Display Cabinet – Paul Manning has some great ideas for revamping the Club Notice Cabinet and Corretta has kindly offered to coordinate this action item. Sarah says Stuart is updating the photographs that scroll continuously on screen as currently there is only Arafura footage displayed.

Action(iii): Corretta to work with Paul to revamp ASC glass display cabinet DONE

6 Correspondence

FINAL Minutes of regular meeting 16/10/12 ratified 13/11/12

-: Arena Swim Club :-

6.1 Chocolate Fundraising – Suggestion is a box to sell per family, not per swimmer. Preference is for boxes with \$1- items, issued straight after LC Sprint Carnival. Need to call for volunteer – Sarah to approach Cindy De Bomford to see if she would consider taking this on for the Club.

Action: Sarah to approach Cindy De Bomford to suggest she assist by taking on coordination of chocolate fundraising drive.

6.2 Premier's Australia Day Active Citizenship Awards – Call for nominations – closing 23rd November. Phil suggests Committee seek further information from Secretary if they are interested in nominating independently of the committee.

7 Treasurer's Report

Balances removed for website posting – available by request

7.1 Phil requests an estimate amount available for Nationals.

Action: Mike to provide Phil with estimate of Nationals funds availability via ASC

8 Other Reports

· **Uniforms** (Louise / Peta – neither able to make tonight's meeting)

8.1 Caps – Mike is able to confirm that caps have been ordered

9 New Business

9.1 ASC LC Sprint Meet 25/11/12 In the absence of a dedicated sponsorship / fundraising coordinator, nor a longterm sponsorship strategy, there is a need to seek sponsorship for the LC Sprint Carnival. Karen Wilson suggests individual race events be sponsored by families as is often the case at club meets. Figure discussed is \$100 for sponsorship of 2 events.

Action: Notice for Sprint Meet sponsors to be drafted and posted to the website **DONE**

9.2 Mandurah SC Challenge - Records (16/17 June 2012)

Action(i): Caroline to hand out certificates to the swimmers who broke records at the Mandurah SC Challenge **DONE**

Swimmers who broke records at the Mandurah Meet will be acknowledged at the ASC Race Meet 26/10/12

9.3 High Performance – Resulting from great performances at the recent Australian Short Course Swimming Championships, Arena Swimmer, Bobby Jovanovich was invited to represent Australia in part of the Asian Leg of the FINA World Cup Series. Bobby will compete in the Singapore (8th-12th of November) leg. Well done to Bobby – a notice will be posted to the ASC website seeking a sponsor for shortfall in Bobby's competition expenses.

Karen Wilson suggests that in other Clubs senior swimmers act in a mentor role, having interaction with the younger swimmers. It would be great if we could make a similar request of Bobby to have some involvement with the squads. Coaches will make the first approach to Bobby to see if he is receptive to this request.

Action: Phil will convey a request for Bobby to have some mentoring interaction with squads to Rod. **DONE**

9.4 Meet entry issues :

- Sarah advises that there have been some instances of families who say they have entered swimmers in meets via email, yet there is no email evidence received by club.
- There was some confusion with a number of late entries received to Breakers Pentathlon as entry closing date was set by ASC more than 7 days prior to closing date advertised on SWA website. The “email registrar at least 7 days prior to meet closing date” notice has been deleted from the ASC meets page and each meet now has a specific closing date highlighted.
- Sarah requests that members be reminded once again that no late entries will be accepted when entry conditions placed by ASC for external meets are not met.

Action(i): Sarah to draft a notice reminding members of non-acceptance of meet entries lodged past the closing date. DONE

- A number of swimmers who are not Club registered have entered Friday night Club race session (entries close 19/10/12). Need to sift – but Sarah particularly notes new swimmers in Jnr Nats and Nats who are not registered.

Action(ii): Sarah to identify unregistered members and email them with instructions to remedy

9.5 Fundraiser Opportunity – Yanchep National Park 18/11/12

Department of Environment and Conservation will host the annual “Hot Rods In the Park”, (attracting over 4000 visitors in 2011) at Yanchep National Park. Mike Meinema, who works with DEC, has accepted the offer for ASC to organise the Sausage sizzle (BBQ / Gazebo) for the day. There will be 7 other ‘stalls’ on the day. He is happy to coordinate and will seek assistance from National swimmers who are not targeting Club Sprints, being held the same day. Commitment is 10:30am – 3pm and there is the potential for it to be a good money earner.

Action: Phil to email Mike quantities from recent Bunnings Sausage Sizzle DONE

9.6 December Meeting – VW have advised that no rooms are available for us to meet on the scheduled date of 11th December 2012. Tentative booking is for the Winners Club on the following Tuesday 18th December. In the meantime, committee to consider prior to next meeting if an alternative arrangement to meet elsewhere may be entertained – with a less formal theme.

Meeting Closed at 7:00 pm

Next Meeting Tuesday 13th November 2012 @ 5:30pm in the Winners Club

-: **Action Items pending from previous meetings** :-

**** Please check and update status with Secretary ****

PERSON	ITEM / DATE	ACTION	TIMEFRAME	OUTCOME / UPDATE
ALL MEMBERS	19/6/12 3.1(ii)	All committee members to give consideration to the best way to utilise Mario's offer of Club Sponsorship.	by 31/7/12	Agenda item 16/10/12 – banner proposal being prepared by Caroline - DONE

PRESIDENT - PHIL	9.6(i) 13/12/11	Phil to liaise with Sue Brown and Sarah for suitable meeting dates to discuss changes to Meet Manager process.	by 7/2/12	31/7/12 ongoing
	5.4.9.1(iii) 13/3/12	Phil to investigate suitable upcoming Sports luncheon events for auction of cricket bat		May – Nedlands Rugby Club – 31/7/12 pending – Silent Auction @ LC Sprint Carnival
	6(2) 7/8/12	President Phil to make contact with Cindy DeBomford to explain Fundraising / Sponsorship coordinator's role.	asap	to agenda 16/10/12 pending
TREASURER - MIKE	4 7/8/12 (AGM)	Mike to organise audit of 2011-12 ASC accounts	asap	pending
	4.3 18/9/12	Mike to contact Helen Hull and investigate viable championship points scheme and report back to a future meeting.	soon	pending
SECRETARY	4.4.1(ii) b 2/8/11	Secretary to continue to work on information booklet for families (incl. complaints process and 'chain of command', HCC)	now	Draft circulated for feedback 3/6/12 31/7/12 – ongoing (on hold)
	19/6/12 5.4.4.1(ii) b (i)	Clare to amend booklet according to feedback and have new parent review	now	On hold – until future club direction known
	19/6/12 3.2(iii)	Clare to liaise with Janice and propose way forward for MPIO role within ASC	asap	pending – 2/11/12 Janice will not take on the MPIO role but will remain on the committee
REGISTRAR	9.6(ii) 13/12/11	Sarah to contact Meg Jovanovich to ascertain suitability of Meet Manager arrangement and copy in Sue and Phil	asap and subject to outcome of 9.6(i)	pending
	9.6(iii) 13/12/11	Sarah to determine laptop requirements following discussions with Meg and report to future meeting for determination of funds allocation as required and subject to 9.6 (i) + (ii)		pending
	3/4/12 9.2(i)	Sarah to approach Alan Delaney to discuss options for adding interest to the web perhaps via photo placements – of swimmers / uniform.	as time allows	pending
	9.2(ii) 3/4/12	Sarah (+ Jacquie) to revamp the glass display cabinet	as time allows	ongoing 31/7/12: seek assistance post AGM as Jacquie is no longer on the committee – 16/10/12:- Corretta will take this on. DONE ☺
KAREN WILSON	4.2 18/9/12	Seek committee volunteer to review Clubs-in-Focus information	when new COJ information received – Secretary to provide	13/11/12 Karen Wilson will review info on USB
CAROLINE VAFEAS	3.4 18/9/12	Caroline to seek expressions of interest in attending 2013 Arafura Games via the Club Newsletter and collate for presentation to a future meeting.	Nov newsletter	awaiting compilation Update 31/10/12:- 2013 Arafura Games postponed