

Minutes of the  
**ARENA SWIM CLUB INC**  
 Regular Meeting: Tuesday 18<sup>th</sup> October 2011  
 5.30pm 'Winners Club' – Arena Joondalup

**Present**

Phil Wall (President)	Mike Meinema (Treasurer)
Caroline Vafeas	Stuart Downes
Sarah Kimber (Registrar)	Peta Roberts
Louise Claxton (VP)	Kaye Irving
Rod Bonsack (Head Coach)	Clare Masolin (Secretary)

**1. Welcome + Apologies:**

Phil Wall welcomed those in attendance. Meeting opened 5:35pm. The following apologies have been received:- Adrian Robson, Melinda Downie,

**2. Confirmation of Minutes of the previous meeting**

2.1 Confirmation of Minutes of Regular Meeting held 13<sup>th</sup> September 2011 **All in favour**

MOVED: Sarah Kimber

SECONDED: Peta Roberts

**Carried**

**3. (Item 6 on agenda) Coach's Report – Rod Bonsack**

3.1 Membership: currently 248 Swim Club members (94 competitive) viz;

34	Intermediate Squad
21	Development Squad
22	National Development Squad
17	National Age

3.2 Tiff's Travels: Tentatively set for 10/12/11 Adventure World Family Day. See also Item 9.5

3.3 Top Gun: Date changed to 24/10/11 so as not to clash with CHOGM weekend

3.4 Coaches recognised: (excerpt from ASC website 18/10/11) *The ASC coaching staff has won 2 awards at the recent ASCTA-WA summer conference.*

- *JX Coach of the year award – Michael Shaw*
- *Club Coach of the year award – Rod Bonsack*

*The awards exemplify the efforts of all the primary coaching staff from the VenuesWest swim programs. Congratulations to all the coaching staff – keep the excellent work going!!!!*

(Rod Bonsack left the meeting)

**4. Business arising from previous minutes (13<sup>th</sup> September 2011) (Agenda Item 3)**

5.2 SWA AGM 20/10/11: To Correspondence

**5. Action items – updated as per schedule (Agenda Item 4)**

3.10.5 (ii) (13/9/11): BHP Community Initiative \$ for \$ Fundraising Matching:

Phil and Stuart met with Tariq McDonald-Razvi 14/10/11. \$24,000- cheque is to be received by ASC. Report detailing acquittal of monies received via the Community Initiative Funding in 2010 has been requested by Tariq.

**Action:** Phil to acquit funds received in 2010 by ASC under BHP Community Initiative Scheme

9.1(ii) (13/9/11): Expectations under Code of Conduct:

Phil has spoken to head coach who in turn has raised need to model and reinforce acceptable (and expected) behaviour and respectful conduct with swimmers. Notice and link to Behaviour Guidelines placed on web homepage by Stuart 13/10/11. As far as Phil is aware, squads have not been spoken to collectively at this point.

## 6. Correspondence – updated as per schedule (Agenda item 5)

6.1 SWA AGM 20/10/11: Correspondence received includes Club online voting advice for nominations to two (2) vacant SWA Board Positions 2011/12 - 2012/13. Online voting closes 19/10/11. Of nominees, committee endorsed Rick Corkill and Jim Piper and for committee positions 2011/12, Luigi D’Orsogna and Jim Piper. Peta will attend SWA AGM with VP Louise Claxton and will lodge online voting tonight on behalf of ASC.

**Action:** Peta to cast ASC vote in SWA Board online elections for candidates endorsed by ASC Committee

## 7. Treasurer’s Report (electronic file available by request)

Account Balances September 2011:

General Cheque Account: \$ 9084.45

National Account: \$ 2970.90

Term Deposit: \$48788.32

Mike advises that an in-house audit has revealed significant and regular discrepancies between online meet entries received for processing and receipt of corresponding payments. Additionally, some invoices for Arafura and National swimmers / families remain outstanding. Following discussion about best method to allow for true reconciliation, the following motion was proposed;

**Motion: (Clare)** *That once paper copies of online entries have been processed by Registrar, they will be made available to Treasurer who will undertake manual reconciliation and follow up discrepancies with families in an effort to streamline the process.*

**All in favour – CARRIED**

## 8. Uniforms (electronic file available by request)

Expenses \$ 441.60

Sales and Stock \$5793.00 (Sales: \$1677.00, Stock on hand: \$4116.00)

ASC Uniform sub-committee members will run the Uniform stall at the rescheduled Top Gun meet.

8.1 Compression Garments: Craig from Sports Essentials has presented Peta with a bonus pack containing backpack and sports goods with a value in excess of \$150-. This is deemed suitable to raffle at the ASC Sprint Meet 27/11/11. Peta will write a letter of thanks to Craig for this acknowledgement of loyalty.

As a gesture of reciprocal thanks, Phil will speak to Venueswest to determine whether it is permissible for Sports Essentials to have a display of compression products at the Sprint Meet 27/11/11 and convey decision to Peta so that she is able to suggest this avenue to Craig.

**Action (i):** Peta to send letter of thanks to Sports Essentials for donation of sports pack

**Action (ii):** Phil to approach VenuesWest regarding possibility of Sports Essentials having a display of products 27/11/11 and convey decision to Peta

**Action (iii):** If allowable, Peta to extend invitation to Craig to display compression garments at ASC Sprint Meet 27/11/11

## 9. New Business

### 9.1 Squad Camps (Update – Phil)

- Intermediate Squad:- Camp meeting held earlier today was well attended by Inters parents and provisional outline well received.
- NDT had intended travelling to Eastern States for camp but this has been revisited due to SWA requirement to attend first day of Metros 17/12. Destination for camp will now be Busselton. Further updates will follow.
- National Squad:- Proposal presented by Coaching staff is for National Squad to travel internationally to State of the Art training facility Thanyapura Sports & Leisure Club (TSLC) in Phuket, a facility renowned for offering out-of-season training and accommodation (dietary etc) for European Countries.

Phil offers a reminder that the coaching program is *determined by coaches*. Louise voiced her concern that cost (particularly of an international trip, solely for training and team building purposes) is a concern to parents. Other concerns raised by Mike relate to the perceived equity of 50% of cost contribution to Nats (who effectively represent 16% of membership) travelling internationally – and essentially whether that represents good value for money.

**General consensus is that it would be irresponsible for ASC to cover this type of venture at 50% subsidy.** As such, a request will be made to Mikey to revisit options for the Nationals Camp. Louise suggests it would make more sense for the Nats camp to coincide with extended closure of the Arena facility. Other suggestions for suitable destinations for Nat squad include Exmouth and Esperance, perhaps in July.

**Motion:** (Mike) *That committee endorse contribution of a \$100- club-funded subsidy to all swimmers participating in the Intermediate, Development and National Development Camps as proposed.*

### All in favour - Carried

Clare suggests that any competitive members of the Aussie Surf groups be invited to join the camp most appropriate to their peer group.

A concern once again is that Juniors rate no mention in the organisation of camps by coaches. How are relationships and team building to be fostered in that squad?

**Action(i):** Phil to convey committee decision on club subsidy to members participating in Inters, Devos and NDT camps as proposed

**Action(ii):** Phil to convey to Mikey reasons for lack of committee support for current National Camp proposal and desire to revisit and present other options for consideration of equitable subsidy

**Action(iii):** Phil to suggest to head coaching staff that invitation to attend appropriate camp be extended to any competitive members in the Aussie Surf squads

**Action(iv):** Phil to once again raise with head coach the need to include Junior squads in planning

9.2 Clubs In-Focus Seminar (COJ) 28/9/11: Apologies from Stuart, he did not attend.

9.3 Arena Sprint Carnival 27/11/11 (Update – Stuart): Mike has the medals organised, Sarah and Kaye will coordinate the raffles, and Clare will coordinate the procurement of food and drink donations from member families for the day. Stuart tabled a provisional floor plan for meet day including allocation of ACROD areas as good practice.

Phil has a Bat signed by the 2000 Australian Cricket team that may be suitable for raffle or silent auction at the ASC Sprint Meet. Need to determine value to progress ideas.

**Action(i):** Phil to investigate value of cricket bat memorabilia prior to determining best fundraising avenue

Discussion followed as to what SWA directive allowing submission of only one application to recognise official times per month will mean to swimmers' times achieved at Race Meet #5. Times achieved at ASC Race Meet #5 (4/11/11) **will not** be submitted, allowing times achieved at ASC Sprint meet (27/11/11) to be recognised. It is considered that ASC has an obligation to purposefully divulge to parents and swimmers the situation regarding non-recognition of times achieved 4/11/11.

Although acknowledged that the race meet has been included as part of the coaching program, a further consideration endorsed by committee is to promote participation without swimmers having to pay the fee per event. ie..make ASC Race meet #5 a FREE event.

Phil also mentioned that Simon Taylor of SWA has again been approached to consider increasing number of sanctioned meets for ASC to 2.

**Action(ii):** Phil to convey the essence of committee discussions regarding ASC Race Meet #5 to Head Coach.

9.4 Special Olympics: (Phil)SOWA State/Invitational Games were held on the weekend. Venueswest was utilised for basketball and aquatics and a successful weekend was had by all. Phil was able to accrue hours towards accreditation as SWA official.

As an aside, Di Bruce (WA State Manager for Special Olympics Australia) as part of consultations with various State Sporting Organisations, will meet with Kate Symonds of SWA 19/10/11 to discuss adaptations of specific programs for mutual benefit of Clubs and Special needs athletes. [Di is a personal friend of Clare's, should ASC consider investigating this pathway as a leader in the sport]

9.5 Tiff's Travels: (tentative 10/12/11) Tiff is proposing a full day Club Family Christmas celebration at Adventure World. Mike suggests the significant entry cost can be offset by the Club – offering heavily subsidised pre-purchased tickets at \$10- per person. The event should be promoted as a Family event, to ensure appropriate parental supervision not just a drop and run. Families will organise their own food and drink over the course of the day.

**Action:** Phil to communicate the Club's desire to partner with Tiff's Travels to Adventure World by offering tickets at a subsidised cost of \$10- per person as long as the event is promoted as a family day out.

9.6 Training of SWA Officials: Application to run the officials course has been submitted to Steven Rose (SWA) and we are waiting for a date to be offered by SWA prior to advertising invitation to participate via SWA website. Disciplines covered will include;

- Judge of Stroke, Inspector of Turns, Starter

**NB:** Session has now been booked for Saturday 26<sup>th</sup> November 2011 91m – 12am Arena Sports Bar. Notice placed on the website 28/10/11

### Meeting Closed at 7.15 pm

**Next Meeting Tuesday 15<sup>th</sup> November 2011 @ 5.30pm in the Arena Club Office**

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

PERSON	ITEM / DATE	ACTION	TIMEFRAME	OUTCOME / UPDATE
<b>PRESIDENT - PHIL</b>	5/4/11 6.2	Phil to collate fundraising documentation into usable folder – to be held in office		
	10.1 2/8/11	Stuart & Phil will work together (with input via Rod's Competitive Calendar) to forecast Club's financial position and ability to consider future approaches for travel and related assistance by swimmers and coaching staff.	begin now	ongoing
	10.2 13/9/11	Phil to consult with coaching staff to determine meets specifically aimed at Juniors and ensure this is conveyed to parents of these swimmers by coaches and on the website.	asap	Pending – intent clarified
<b>TREASURER - MIKE</b>	5/4/11 8.2(iii)	Develop and cost outline of forward provision for 2011/12 funding support requests in consultation with head coach	ongoing	
	21/6/11 8	Mike to match list of outstanding payments to deposits on bank account statements, advise Uniform committee and invoice for outstanding items accordingly	asap	
	5.7(iii)	Stuart Mike will email Arafura families with an explanation of the decision reached for the acquittal process	now	Mike's action – transferred to Mike and c/f for action
	21/6/11 9.4	Mike to make appropriate information available on updating club records in order to hand over process to another volunteer	now	To be completed when new registrar is in place - asap
	10.3 13/9/11	Mike will investigate; (a) storage offered by Venueswest and ascertain suitability for current need and (b) Cost of hiring suitable space externally for storage of large ASC items	by 18/10/11	pending
SECRETARY	4.4.1(ii) b 2/8/11	Secretary to continue to work on information booklet for families	now	pending (incl. complaints process and 'chain of command')
<b>STUART</b>	10.1 2/8/11	Stuart & Phil will work together (with input via Rod's Competitive Calendar) to forecast Club's financial position and ability to consider future approaches for travel and related assistance by swimmers and coaching staff.	begin now	ongoing
	4.4.1 (ii) a 2/8/11	Stuart will investigate options to convey entry tutorial electronically and report to next meeting	now	ongoing
Peta	3.10.5(iii) 13/9/11	Peta to make an approach to Drovers on behalf of ASC, seeking sausage sizzle date.	by 18/10/11	Pending
	8.1 13/9/11	Peta will approach coaches to discuss possible uses for trophies		Samples given to Mikey Peta to f-up
Melinda, Sarah + Jacque	9.3 13/9/11	Present proposal for swimmer recognition scheme at a future committee meeting	by 18/10/11	Pending
<b>ALL MEMBERS</b>	4.4.2 2/8/11	C'tee members to email Stuart an electronic photo for inclusion in the club display cabinet	by 30/08/11	Pending
	10.3 2/8/11	All members to forward proof of Working with Children check to Mike asap	now	Exec app'ns to enable affiliation to proceed

			complete. reminder email to all members 18/9/11
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FINAL