

Minutes of the  
**ARENA SWIM CLUB INC**  
 Regular Meeting: Tuesday 18<sup>th</sup> December 2012  
 5.30pm Winners Club – Arena Joondalup

**Present**

Phil Wall (President)

Mike Meinema (Treasurer)

Clare Masolin (Secretary)

Paul Manning

Karen Wilson

Peta Roberts

Sarah Kimber (Vice President / Registrar)

Bernie Smith

Louise Claxton

Caroline Vafeas

Rod Bonsack (Head Coach)

**1. Welcome:**

Meeting opened 5:30pm

**Apologies:** Stuart Downes, Jan Mills, Corretta Robson

**2 Confirmation of Minutes:**

2.1 Confirmation of Minutes of Regular Meeting held 13<sup>th</sup> November 2012 unaltered;  
 moved: Karen Wilson, Seconded; Sarah Kimber

**All in favour – CARRIED**

**3 Coach's Report**

**3.1 ASC Relay Teams from SWA Online entries – seeking new protocol**

This item is being discussed as a number of meets have passed without ASC representation in the relays.

Sarah conveys it is difficult to enter Club relay teams when entries are done via the SWA online entry system – time consuming for Registrar to consult list of confirmed entrants at close of entries, with a time-limited window to make up suggested relays for coaches' perusal; while unsure if swimmers will even still be present at time of relays, particularly as relays are generally held at the end of the meet program when many swimmers have already gone home.

This situation will be compounded as more clubs elect to streamline entries via Entries Online, so a new Club protocol is sought.

As a first step, Rod suggests emailing SWA to outline difficulties; with a suggestion of changing relays to meet beginning. Until a suitable protocol is established, it is suggested that Registrar delegate the task of consulting confirmed online entrants at meet closing deadline in order to compile suggested relay teams.

<b>Action:</b>	Sarah to email SWA to outline relay issues being experienced related to online entry system, find out what other clubs are doing and suggesting consideration is given to positioning relays at the beginning of SWA-hosted meets.
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**3.2 Top Gun – Lesley Solly**

We thank Junior parent Lesley Solly who will coordinate the collation and posting of Top Gun results on behalf of the VenuesWest coaching staff.

<b>Action:</b>	Clare to contact Lesley to provide a point of contact for the ASC	<b>DONE</b>
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### 3.3 **ASC Support for OWS Championships**

ASC swimmers Lewis Downes (13) and Nic De Bomford (15) have achieved NQT for the 2013 Australian Open Water Championships to be held 8-10 February at Lake Macquarie, Newcastle NSW. Both boys will swim the 5KM event in their respective age group.

Rod confirms that OWS is a sport growing greatly in popularity and exposure and strongly advocates for Club support for these athletes – and that sending a coach should not be dependent on number of qualified athletes travelling. Phil confirms as National qualifiers, they are eligible for National funding. Stuart has volunteered to travel with the swimmers as supervisor, but is seeking Club support to send a coach. A precedent exists for OWS when it was held in the past to coincide with Nat Age and as such, the coach attending Nat Age Champs stayed on with travelling OWS athletes.

Currently VW budgets to fund 1 coach to attend National Age. In the past an average of 12 athletes have travelled to 2013 Australian Age Championships (8 – 13<sup>th</sup> April 2013), requiring 1 + 1 coaching staff.

All in attendance are in favour of ASC funding coach to attend with boys, once per calendar year, dependent upon available funds, which is inherent in the National Policy.

**CARRIED** – Carey will be approached to attend

### 3.4 **Kicker blocks** – Are to be installed end January 2013, to coincide with HP squad training moving to Arena.

## 4 **Business arising from previous minutes**

### 4.1 ASC Future Directions (Phil) – update

Sarah and Phil have met again with VW Executive staff David Etherton and Chris Andrich. Phil wrote mid-December as President of ASC to the Minister for Sport and Recreation, Racing and Gaming, Terry Waldron MLA, presenting situation as it stands and the Club's desire to seek greater transparency from VW at this time in order to move forward.

An update of VW offers for consideration in the past period include;

- provision of VW Coaches Room at a reduced sliding percentage over the years
- VW lane hire provided FOC in Yr 1
- Equipment to be gifted to Club (some is already owned by ASC)
- LTS + Junior Programs to be retained by VW
- Whole Squad program to be taken over by ASC 1/7/13 (SWA will assist in database set-up)

A meeting with VW early into the New Year is anticipated.

Strategically, in an attempt to encourage Junior membership, Mike suggests subsidizing membership for Jnr, non-competitive swimmers. Cost approx. \$20- including access to club-run Top Gun.

### 4.2 Sprint Carnival Report (Stuart) – Stuart is an apology. Phil will follow up report including costs, profit, issues - directly with Stuart.

**Action:** Phil to follow up Sprint Carnival report with Stuart and report back to committee as necessary

4.2(i) Post-event feedback (Clare) – Calls for member feedback from the Carnival gained only one response by email from Adam Collier who thanked all for their efforts on the day, but commented on the need for he and his daughter to be at Arena for 9 hours (Adam was the official photographer for the day). He wonders if in the future there is opportunity for the format of our Sprint Carnival to follow Breakers Pentathlon, where Junior events are scheduled in the morning and Seniors in the afternoon. Feedback passed on to meet coordinator.

Certificates of Appreciation have been issued to all Corporate and family sponsors.

4.3 Cookbook (Caroline / Karen) – on hold

4.4 Sports Psychologist (Caroline) c/f from 13/11/12 – Nats have access to a Sports Psychologist. Caroline asks if they are able to speak to the younger swimmers too. Caroline will investigate having Sports Psychologist address younger squads / parents of swimmers.

As far as mentoring / motivational clinic for younger swimmers, Yolane may be interested as part of her squad requirement.

**Action(i):** Caroline to investigate access for squads other than Nationals to Sports Psychologist

**Action(ii):** Phil to discuss with Mick Palfrey, the possibility of Yolane hosting a mentor / motivational clinic for younger swimmers.

4.5 Chocolate Fundraising Initiative (Sarah / Cindy) – Sarah to liaise with Cindy end of January. **NB**- consideration should be given to investigation of Cindy's suggested "Krispy Kreme" donut drive in place of chocolate drive, as Cindy reports past associations with Krispy Kreme donuts to have been hugely successful.

**Action:** Sarah to liaise with Cindy de Bomford to plan chocolate / Krispy Kreme fundraising drive

## 5 Action Items

6.1 (13/11/12) Review Grant suitability from COF Clubs In-Focus resource USB – Karen has determined that there is little that is appropriate to our needs now – possibly into the future. NB (post meeting) – Karen returned the USB when she left the Club at the beginning of the year.

6 **Correspondence** – no items of significance

## 7 Treasurer's Report

Figures removed for website publication. Report available from Treasurer by request .

Includes \$1050- Inters Camp deposit paid to Woodman Point Recreational Campsite. 28/30 Inters kids will attend the camp which is a great turn out.

80 of the new DOME caps have been sold.

## 8 Other Reports

**Uniforms** (Louise / Peta) no report tabled.

- Despite new caps, a minority of swimmers are still choosing non-ASC caps when competing. Something needs to go into the newsletter as a reminder of policy expectation to race in ASC caps.

<b>Action:</b> Clare to include cap-reminder in Xmas edition of Newsletter	<b>DONE</b>
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## 9 New Business

9.1(i) Tiff's Travels – Call for expressions of interest from parent outside the committee to coordinate.

<b>Action:</b> Clare to advertise for parent to coordinate Tiff's Travels in Xmas edition of Newsletter	<b>DONE</b>
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(ii) Summer Splashdown – Seek expressions of interest to enter a team in this event to be held at Champion Lakes 27/1/13.

<b>Action(i):</b> Clare to provide members with a link to Splashdown information in Xmas edition of Newsletter	<b>DONE</b>
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<b>Action(ii):</b> Paul to post a call for expressions of interest to put an ASC Splashdown team together for this event on the Club homepage	<b>DONE</b>
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9.2 ASC Club Champs – Stuart (an apology tonight) as Meet Coordinator will need to update committee with date, stage of organisation and requirements to progress.

9.3 Xmas Breakfast 22/12/12 (Paul)

Arrangements are progressing nicely having again received a good price from Sisters IGA Joondalup.

9.4 Bullying – one incident logged with SWA

9.5 Timekeeping – Bernie reports new system as working well in early days. However, there is one serial offender, who will need a formal warning of exclusion of race meet entries unless T/K obligations are met.

<b>Action:</b> Clare to post reminder of timekeeping obligations and thanks to all families for their efforts in 2012 (in Xmas newsletter)	<b>DONE</b>
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9.6 Intra-Club meets – 28 days' notice is required to gain SWA endorsement of Intra-Club meets. With limited opportunities to achieve NQTs, Breakers have expressed an interest in attending ASC Race sessions. Committee would support.

## 10 Close:

**Meeting Closed at 7:15 pm**

**Next Meeting Tuesday 12<sup>th</sup> February 2013 @ 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
<b>PRESIDENT - PHIL</b>	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. <b>* marked for deletion*</b>	asap	to agenda 16/10/12 pending
	3.5 13/11/12	Phil to determine viability of ASC continuing a sub-contract association with Luca in her capacity as supplementary landwork trainer past 28/11/12	by 28/11	pending
<b>TREASURER - MIKE</b>	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
<b>TREASURER Mike</b>	7	Mike to provide Phil with estimate of Nationals funds availability via ASC	following ASC LC Carnival	pending
<b>SECRETARY</b>	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
<b>REGISTRAR</b>	9.6(ii) 13/12/11	Sarah to contact Meg Jovanovich to ascertain suitability of Meet Manager arrangement and copy in Sue and Phil <b>* marked for deletion*</b>	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) <b>* marked for deletion*</b>		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
	9.4(ii) 13/11/12	Sarah to identify unregistered members and email them with instructions to remedy		ongoing