

Minutes of the
ARENA SWIM CLUB INC
 Regular Meeting: Tuesday 8th April 2014 5:30pm Winners Club

Present

Phil Wall (President)	Sarah Kimber (Vice President / Registrar)
Clare Masolin (Secretary)	Bernie Smith (from 6pm)
Peta Roberts	Christine Koller-Goudeau (Treasurer)
Mario Todoro (visiting)	

1. Welcome: Meeting opened 5:30pm **Apologies:** Paul Manning, Carey Martin (Senior Coach), Karen Downes,

Phil opened the meeting and welcomed Mario Todoro.
 In following up items from VW meeting, Phil advises;

- Lane efficiencies continue to be a bone of contention as only swimmers physically in the water at the time of count are included by VW
- Friday 7-8pm is likely to be the time for Senior Water Polo session
- Timing equipment issues (@ Race sessions) are the fault of VW and operator error will decrease in time as proficiency grows. We pay VW for this service.
- no additional whiteboard is required. VW have advised cleaners that ASC notices are ok to be affixed to glass of stands at designated positions and days.
- MOU – under review (again – new version received from VW)
- Capital expenditure:- Permanent bulkheads may be installed – will know more early June 2014
- HP commencing following Anzac Day.

1.1 Confirmation of Minutes of Regular Meeting held Tuesday 11th March 2014
 Ratified without change (Peta, Phil) **All in favour – CARRIED**

2 Coach's Report - Carey is an apology this evening (report circulated to committee members prior to meeting)

- Alicia has left the coaching team. Need to recruit another coach. Preferable to develop Career Coach from within. Also have interest from USA coach relocating to Perth. Phil has had initial contact. SWA protocol - 9/10 times go with coach's recommendation. New employees must go through committee process

2.1 SAL "Ready, Set, Race" program – VW did not progress. Carey working with Sue Brown. Carry forward - Keep under notice for report back to committee.

2.2 Report back on Junior States – carry forward (also add to newsletter)

- Committee members are keen to hear from Head coach regarding theories around boy:girl ratio at States competition. Do we need to be providing more targeted options to girls to a) encourage them to compete and b) to reach required competitive standard

3 Business arising from previous minutes (10/12/14)

4 (12/11/13) Bunnings Fundraising - reconciliation + leftovers (Bernie not present at this point)

8.1 Club Championships – Sarah advises;

- date selected by she and Carey is Sunday 11th May 2014
- pool availability confirmed by Karen Downes

- Sarah and Carey have determined that age will be as at day of competition.
- Warm up from 8, racing from 9am
- complete by 2pm for Water Polo pre-existing booking
- under 10yo, no IM

8.2 ClubLANE – Update (Sarah);

- able to load club members within 3 weeks.
- Not yet able to load new members.
- Possibly utilise SAL no. [pair with MYOB]
- 1st September 2014 (member renewal) via ClubLANE at fee to member of 1.5%

4 **Action Items**

10/12/13 (Sarah) – Updating Club Records – Sarah to liaise with Mike again

Action: (Sarah) Contact Mike asap to secure opportunity for Cherry Todoro to learn ASC records process (Cherry has kindly offered to take this over)

5 **Significant Correspondence** (schedule circulated prior to meeting)

5.1 Australia Post – signatories for PO Box – authority signed (authorised ASC signatories for post collection will be Bernie, Phil, Sarah, Christine and Clare) and returned to Australia Post

6 **Treasurer's Report** –

- Records are being adjusted and individualised by swimmer (not family) for ease of cross-check.
- Many questions are being raised about the unknown capacities of ClubLANE
- Legal questions regarding PayWay to WBC by Christine.
- New monthly fees (proposed 25th April) – need to know training fee increase per squad.
- Christine's analysis is showing that there has been a significant downturn in numbers since May 2013. (needs to be further quantified)
- Bernie summarised progress entering Jan-March 14 data. Up to end of Feb as at yesterday (finished most of March 9/4/14). To date represents around 8 hours of input.
- Treasurer must undertake input for April 2014 onwards due to independence issue of Aspen undertaking audit.

Christine left the meeting 6:15pm

7 **Other Reports**

Volunteers / Uniforms (Peta)

- Peta presented possible options for limited-run supporter shirts – committee interested and options will be costed and circulated by email.
- Tank tops popular and may be re-run next Summer. (10 @ approx. \$25- ea)
- Roster with banner duties incorporated is a trial for Jnr States.
- Geraldton – TKR requirements not avail at this point.

Nationals (neither Carey nor Maria present)

Committee sought clarity around funding policy for travelling Nationals.

- no support other than provision of uniform to families who are new to ASC
- Families who are not financial will need to be paid up prior to receiving any assistance for expenses associated with Nationals.

Action: (Sarah) *As a matter of urgency*, in consultation with Treasurer (and Head Coach if necessary), financial situation of new families needs to be fully determined and addressed, with invoices issued

Fundraising / Grants (Bernie)

All those rostered to assist with Nationals sausage sizzle at Masters showed. \$926-gross. Needs to be amalgamated with Bunnings to show final picture.

For 2014-15 season, **it is imperative** to recruit a Fundraising Coordinator and sub-committee and standardise fundraising targets and teams as opposed to current ad-hoc approach

Social

Mario suggested that a social event could be held post-training (perhaps beach training) with a breakfast following – say at Tom Simpson Park in Mullaloo. Club social events also need to be planned in cooperation with fundraising.

8 Flippa Ball

(there have been meetings and email correspondence through the month, yet in the absence of Rob Amos, no report presented this evening, nor items for discussion)

9 New Business

9.1 Memorabilia – quote from Sign Synergy to frame

Carey has an ASC t-shirt and 2 swim-caps signed by visiting athletes in Perth recently for the BHP Billiton Super Series, which she suggests should be framed and auctioned at a future event (Club Presentation Night?). Approached Delilah for a framing option. T-shirt sized 'snap-frame' at a cost of \$80- for frame only was presented to committee and discussion that due to the desire to auction, a more formal framing option (pre-quoted) needs to be sought. Committee is very stretched at the moment. Clare will approach a member of the fundraising sub-committee to undertake this research.

Action: (Clare) seek assistance from a member of the fundraising sub-committee to research memorabilia framing options and costs and present to committee
DONE: - approached Corretta by email 23/4/14

9.2 Key Register – determining who holds the 10 key copies from VW is proving to be very challenging. Clare contacted VW originally in September 2013 seeking copy of key register page relating to ASC. Some info has been uncovered, but still awaiting formal response from VW. Clare continues to follow up.

It is possible that in the absence of 'free' keys that key currently issued to Ashlee will need to be re-allocated to a member of the committee.

Action: (Clare) continue to account for 10 key copies to ASC Office

Clare left meeting @ 6:35pm

9.3 2014-15 Committee Need to advertise and recruit new committee members.

Action: (Clare) email all position holders to update posⁿ descriptions and advertise for nominations to committee for roles in 2014-15 – particularly seek parents from the Juniors / Inters squads

9.4 ASC Club Presentation Night VW have approached Sarah regarding our annual wind up event. Offering room free of charge and we would only pay for food. Quote for new menu is \$42- p/p.

Action: (Sarah) Discuss options with VW for Club Presentation evening – report back to committee

Close: 7:00pm

Next Meeting scheduled for Tuesday 13th May 2014 @ 5:30pm in SportsBar

-: Action Items pending from previous meetings :-

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

PERSON	ITEM / DATE	ACTION	TIMEFRAME	OUTCOME / UPDATE
PHIL	10/9/13 4.6	Phil to approach Karen to discuss filling vacancies on Swim Meet Committee	coincide with Club Champs may 2014	ongoing
	10/9/13 6.1(ii)	Phil to follow up signed copy of MOU with Chris Andrich	now	emailed – ongoing 10/12 – signed awaiting copy take up at meeting 25/3/14 April 2014 - New version with numerous alterations received from VW – for perusal by ASC
SARAH / MIKE	3.2 (iii) 11/6/13	Sarah to determine families who have not reimbursed club for SWA competitive affiliation and let Clare (Mike) know for follow up asap	URGENT - asap	Pending Sarah + Mike emailed Sarah 18/3/14 to determine if this is closed or remains pending
SARAH	8.4 (10/12/13)	Sarah to liaise with Mike to understand the Club records procedure and organise handover to Cherry Todoro – include OWS records	now	re-introduced at Item 4 agenda 8/4/14
CLARE	2.5 (11/3/14)	Make enquiries with SWA OWS coordinator (Bobby Jovanovich) to determine whether it is an error.		emailed:- awaiting response
PAUL	3.2(ii) 10/9/13	Paul to liaise with Phil who will enquire directly about Billboards with VW Exec.	by 15/10/13	pending – carry forward to 2014 consulted Paul – who advised to mark for deletion (4/14)