

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

**Present**

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

**1. Welcome:**

Meeting opened 5:35pm– President Phil Wall welcomed all, thanking them for their commitment to the Club Committee in the year ahead

**Apologies:** Jan Mills, Bernie Smith, Stuart Downes

- 1.1 The following nominations to Committee have been received post AGM:
- Media Liaison – Paul Manning
  - General Member – Karen Wilson

**All in favour – CARRIED**

**2 Confirmation of Minutes:**

- 2.1 Confirmation of Minutes of Regular Meeting held 31st July 2012 unaltered;

**All in favour – CARRIED**

- 2.2 Confirmation of DRAFT Minutes of Annual General Meeting held 7th August 2012 (minutes will remain in draft format until ratified at the 2013 AGM)

**All in favour – CARRIED**

<b>Action:</b> Clare to organise posting of Draft 2012 AGM minutes to ASC website	<b>DONE</b>
---	-------------

**3 Coach's Report**

- 3.1 2013 Australian Age Championships  
Adelaide SA 8<sup>th</sup>-13<sup>th</sup> April 2013 (priority target)
- 3.2 2013 EnergyAustralia Swimming Championships  
Adelaide SA 26<sup>th</sup> April 2013 – 3<sup>rd</sup> May 2013 (not a priority – due to the current group)
- 3.3 First National Kimberley Lake Argyle Swim\*  
Lake Argyle, Kununurra WA 4<sup>th</sup> May 2013 10km and 20km open water swims.  
Registrations open 1<sup>st</sup> November 2012. Information: <http://www.lakeargyleswim.com/>
- 3.4 2013 Arafura Games\* (Swimming: 12/u – Open: QT apply)  
Darwin, Northern Territory 11<sup>th</sup> – 18<sup>th</sup> May 2013 <http://www.arafuragames.nt.gov.au/>  
[NB WA School Term(2) 6<sup>th</sup> May – 5<sup>th</sup> July 2013]

- \* Rod suggests that after a successful tour in 2011, Arafura should be a focus in 2013 as the Games fit the feel of the ASC well and would operate very much as a camp experience. Ideally, for Open Water swimmers, 3.3 could lead to 3.4. Preliminary

costs are required. Initial thoughts are that the Caravan Park accommodation utilised in 2011 would be a good option. Rod has a number of contacts in the NT.

Preliminary expressions of interest will be sought via a link in the next newsletter.

**Action:** Caroline to seek expressions of interest in attending 2013 Arafura Games via the Club Newsletter and collate for presentation to a future meeting.

3.5 Swim camps- Coaches are keen to offer camps again in the future – targeting 12/u

3.6 National Team meeting– to be held 20/9. Future, reciprocal goal-setting discussion

3.7 ASC training flying circus –Rod’s innovation whereby squads vary training venues. Pick-a-pool (Bold park, outside at Craigie etc), swimmers pay general entry, swim in public lanes - keeps interest up with variety offered.

3.8 ASC Shirts for coaches–Rod requests ASC shirts are provided to coaches of competitive stream. An option to purchase will be offered to those not coaching in the competitive stream. Peta (uniform coordinator) notes that a large order was recently filled meaning the uniform store is fully stocked. An additional order placed now would incur a \$49- print set-up (charged **every** time), however orders can be taken for a further order to be placed with suppliers in October – which is also a good time to ensure filling prior to States. New coach on staff is Deb Swan.

3.9 ASC Friday Night LC Race Meets –Rod will advise suitable dates. Need to double-check what time on Friday evenings the Club lanes are lost (Rod believes it is 7:30pm) to determine whether the option to participate in 3 events can be offered.

Rod left the meeting 6pm.

#### 4 Business arising from previous minutes

Phil took the opportunity to specifically request committee members remain mindful of their position of responsibility and privilege on the Committee and to maintain the required degree of confidentiality around Committee business.

4.1 Update on Committee Vacancies –

(i)Fundraising Coordinator (interest shown by Cindy De Bomford) – Phil has attempted to make contact with Cindy to discuss the role, and will continue to try.

(ii)Nationals Coordinator- remains vacant with no interest shown to date.

4.2 c/f 13/3/12 Review “Clubs In-Focus” information - identify useful resources and (9.3) fundingavenues (Caroline)

Caroline advises she is unable to progress this due to time constraints. Currently there is no one in the Sponsorship / Fundraising role, so this task will lay dormant until we have a volunteer.

**Action:** Seek committee volunteer to review Clubs-in-Focus information

4.3 8/5/12 (5.1) 2012 Awards night survey feedback (Clare)

Clare reports 25 responses to the survey monkey on the webpage in May 2012. Basic analysis;

- 91% believe the subsidised ticket cost represented good value for money. Those against felt the food did not offer quality nor sufficient options for vegetarians
- Most enjoyed were;
  - Question time with Travis
  - Opportunity to dress up and socialise with Club friends
  - DVD (although many respondents felt it should have shown more than just Club Champs – ie...2012 Camps)
  - recognition of 'not just the swimming stars'
  - Coaches award
- Suggestions for next year;
  - Base the awards on a year or season-long performance\*, not just one day (70% of responses)
  - Coaches award for each squad
  - Entertainment for the kids after formalities so that parents are inclined to stay longer and socialise.
  - Forewarn parents of winners so they can be there.

As has been reported previously (31/7/12 Item 9):- *Clare pointed out that an outcome of the survey completed online about the Awards Night (outcomes of which are based on the Club Champs) was families requesting a variation to how Club Champions are decided as it seems unfair to base solely on one day's performance. Committee discussion ensued about the best way to recognise swimmers' achievements and all agree that in order to administer any different scheme of recognition, it would need to be a role undertaken by a dedicated volunteer. Depending on offers of help at next week's AGM, we may be on a position to vary the current methods in the future. This is a discussion for a future meeting.*

\* Committee discussion tonight centred on a point system being more rewarding for individual swimmers. Mike adds that one day of competition is seen as being true club championship. Last year the feel of the meet was altered as the High Performance swimmers were missing. Breakers have a system whereby swimmers gain recognition via points accumulated over a season of race sessions, pbs achieved etc. Meet Manager has the capacity to generate this information. General feeling is that it would be good to investigate this option, but that it would require the dedicated attention of a committee member to administer the scheme.

**Action:** Mike to contact Helen Hull and investigate viable championship points scheme and report back to a future meeting.

## 5 Action Items

### 6 Correspondence

6.1 ASC: New Business Model (Phil) – copies of relatedcorresp circulated with Agenda. VenuesWest have advised that they envisage being out of the coaching side of operations by 1/1/13. Phil is currently in negotiations with VW and has formally requested that VW provide specific operational information.

Phil reports support available from SWA to determine how other Clubs work their models. ASC working group is yet to be convened.

NB: A great deal of committee discussion relating to possible future direction is considered confidential at this time and will remain unreported here due to its speculative nature. Phil has undertaken to keep ASC committee and general membership informed of important developments as the process unfolds, but at this time, further information is required from VW to inform future strategies.

As an aside, VW have developed the “Arena Joondalup Concept Plan” detailing numerous capital works projects for the site, including commercial and private enterprise over the next 20-30 years.

**7 Treasurer’s Report** (no report tabled) – (balances removed prior to website posting – available from Treasurer)

SWA affiliation is yet to be paid.

7/8/12 (AGM) **Action:** Mike to organise audit of ASC accounts – remains pending Mike reports having prepared the audit file for Phil’s perusal.

**8 Other Reports**

**Uniforms** (Louise / Peta)

8.1 Caps– Organisationally, Engine are not seen to be doing the right thing by the Club, considering past loyalty and Louise and Peta seek Committee’s approval to further cap order with an alternate supplier (CSC) whose prices and quantities are similar but the customer service far superior. Committee now supports the purchase of;

300 x ‘PRO’	}	Bright Green Cap with
300 x ‘ELITE’ Caps	}	blue Arena logo (sell for \$20- ea)

Once order is placed, turn-around is 8 – 10 weeks

**All in favour - CARRIED**

**9 New Business**

9.1 Meeting Schedule (circulated prior) – no suggested alterations. Unfortunately, some dates were incorrect and post meeting have been fixed and re-circulated. These have been posted to the website calendar. Venue will need to be confirmed prior to each meeting.

9.2 Newsletter – Voting on suggestions for name (Caroline).

6 suggestions for a newsletter name were received. Committee voted the contribution made by Angus Clouston the most popular and he will receive a \$20 iTunes card as his prize. The winning contribution is “**Marlin Matters**” (a pic of Angus is in the October edition). The newsletter has attracted much positive feedback and is well received.

9.3 ASC LC Sprint Meet 25/11/12 (Phil) – Need to start thinking about raffles and coordination of various other activities. Stuart as Meet Director will be required to establish sub-committee groups to take on aspects of the day. Also, as Stuart will be participating in the meet in his SWA official capacity, he will enlist the help of Andrew Roberts for the running of the day. Due to his absence from tonight’s meeting, Sarah will speak to Stuart to ascertain the point planning has reached and where to from there.

**Action:** Sarah and Stuart to identify areas in which assistance is required for ASC LC Sprint Meet 25/11/12 and convene sub-committees / enlist volunteers to cover jobs.

9.4 Club Breakfast BBQ– Paul has sourced supplies through Sisters Supa IGA at Joondalup and, catering for 100, prices represent good value for money. Paul has had 4 offers of help for the morning.

9.5 Race Sessions – With the beginning of the new LC race season, Sarah suggests that we stop accepting cash through the club box with meet entries. All are in favour. However Mike cautions that some banks do not offer the capacity to include sufficient detail for EFT payments to be identified

**Action:** Sarah to advise members of the no-cash policy prior to the next race meet entry being posted to the website. **DONE**

At the first Race Session this season, swimmers may elect to swim in a maximum of 3 events (previously 2). Price per event will be \$4- or 3 events for \$10-. This increase will go some way to offsetting payment of 3 officials required to be present at meets under SWA direction.

**Meeting Closed at 6:50pm**

**Next Meeting Tuesday 16<sup>th</sup> October 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
<b>ALL MEMBERS</b>	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
<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
	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
<b>TREASURER - MIKE</b>	4 7/8/12 (AGM)	Mike to organise audit of 2011-12 ASC accounts	asap	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
	19/6/12 3.2(iii)	Clare to liaise with Janice and propose way forward for MPIO role within ASC	asap	pending
<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	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.
--	-------------------	---	----------------	---

FINAL