

Minutes of the  
**ARENA SWIM CLUB INC**  
 Regular Meeting: Tuesday 31<sup>st</sup> July 2012  
 5.30pm Arena Cafeteria area (due to last minute commitment of room by VW)

**Present**

Mike Meinema (Treasurer)  
 Clare Masolin (Secretary)  
 Peta Roberts

Sarah Kimber (Registrar)  
 Louise Claxton (VP)  
 Rod Bonsack (Head Coach)

**1. Welcome:**

Meeting opened 5:40pm– VP Louise Claxton chaired the meeting

**Apologies:** Phil Wall (President), Caroline Vafeas

**2 Coach's Report**

Rod reports 87 swimmers enrolled in the competitive program. An audit will be conducted to verify that all swimmers currently logged on attendance rolls at all alternate venues during the pool closure are financial.

2.1 SC State Championships – ASC results: Rod commented on results from the recent SC championships, collated and circulated to committee having been presented at the recent Q & A coach /parent meeting. Rod reports a changing competitive environment in swimming with a number of WA Clubs implementing models and employing various strategies aimed specifically at achieving dominance in the sport into the future. For example, Perth City (formerly City of Perth - COP) coaches provide a program to schools local to the area thereby having exposure to and capacity to identify talent from amongst at least 900 potential additions to their programs annually. Simple analysis of the data supports an emergent pattern of achievement, particularly in the younger competitive stream. Mike cautions analysis without context, as results in multiple events may have been generated by a small number of highly successful swimmers.

Many WA Clubs have a long, proud tradition (City of Perth established 90 years in 2013) and in comparison, having been established 12 years, ASC is young. Decisions will eventually need to be made about the strategy ASC wants to take going forward if we are to remain competitive. Committee later discussed the need to plan for the Club's future and be guided by more of a business / strategic plan, perhaps with specialist consultation.

2.2 WAIS future plans & Venues West – The conversation continues between WAIS and SWA to establish WAIS Centres of Excellence in the North, South and East metropolitan regions; Challenge will be the first WAIS Network Centre with the WAIS program foreseen to be operational at the beginning of October 2012. Another, as yet undetermined centre will be operational in December 2012.

Phil and Rod attended a WAIS information session 23/7/12 and although there were varied levels of support amongst attending clubs, ASC President Phil Wall, on behalf of the Club and Senior VW coaching staff have indicated to both WAIS and SWA, their support of a future specialist network – ideally a refurbished Arena Joondalup seen to be a prime site to join Challenge as a Centre for Excellence for implementation of a program along the lines of the high performance model. The program would most likely target athletes 17+ years with a WAIS 'Coach of Excellence' administering training sessions alongside our existing squads.

Rod left the meeting.

### 3 Confirmation of minutes:

3.1 Confirmation of Minutes of regular meeting **8<sup>th</sup> May 2012** – held over from last meeting. VP Louise has proposed an addition along the lines of;  
*the minutes should indicate that there was some discussion about inappropriate comments written on face book from one of the coaches. The coach admitted that the comments written were inappropriate and assured the committee they would be more vigilant in the future. No further action required.*

**All in favour - CARRIED**

3.2 Confirmation of Minutes of regular meeting **19<sup>th</sup> June 2012** unaltered;

**All in favour – CARRIED**

### 4 Business arising from previous minutes

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

(update) – Caroline is an apology tonight – carried over to first meeting post-AGM

8/5/12 (5.1) Awards night survey feedback (Clare) – circulated with Agenda

(update) – unavailable tonight, carry forward to first meeting post-AGM

<b>Action(i):</b> Clare to note carried forward agenda items
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### 5 Action Items

5.1 Current actions – relevant items transferred to ‘pending items’

(i) MPIO actions – Clare spoke today to Steven Rose (SWA) and due to time constraints will document information from that conversation separately for circulation to the committee.

5.2 Update / close out pending actions prior to AGM – updated as per schedule at end of these minutes

**6 Correspondence**– schedule circulated to attending committee members 3/8/12 following meeting due to President’s absence from Perth during the past month.

### 7 Treasurer’s Report

7.1 Changes to SWA membership renewal date- SWA has recently announced a Board decision to amend their membership dates. The 2013 financial membership year will now begin in September/October instead of June/July. This means that Swimming WA members who have recently joined or renewed their membership with the association in June/July 2012 will be entitled to a full 15 month membership. This of course refers to the ‘SWA Capitation fee’, received from members by ASC at the same time as renewal of ASC memberships and remitted to SWA.

Mike comments that traditionally, amongst particularly the newer members conveying the difference between the two fees is often a cause for confusion. Should ASC retain our existing scheduled membership renewal dates, we will in turn;

- separate the 2 fees, removing confusion.
- encourage members to pay SWA Affiliation via the SWA online portal, which in turn decreases the workload at a very busy period.

**Motion:** (Mike) *That the Arena Swim Club membership year remains July - June annually.* **All in favour – CARRIED**

It is acknowledged however, that new ASC memberships may be eligible for variations to these conditions, dependent upon the circumstances.

## 8 Other Reports

**Uniforms** (Louise / Peta) report circulated with Agenda

8.1 Caps – presentation of findings (action item 9.1 8/5/12) – Louise reports that existing cap supplier 'Engine' are open to an order of 150 Dome caps (as opposed to 300), at \$11.30 per cap including 1 colour motif and an additional one off \$49- print set up fee. Louise will also submit an order for 200 silicone caps (cost \$7.10per cap, set-up fee to be waived).

Peta added that dealings and conditions with the other identified supplier were getting a bit 'messy', so favours going with the supplier we know is reliable and the product is good.

**Motion** (Louise) *That ASC engage supplier "Engine" to provide 150 "Dome" caps printed with the ASC 1 colour logo and 200 existing design silicone caps.*

**All in favour - CARRIED**

Dome caps – buy \$11.30	Sell: \$20-ea
Silicone caps – buy \$7.10	Sell: \$10-ea

## 9 New Business

9.1 Club Champs (Sprints + Distance) – format for season 2012 / 13 (Louise) (c/f from 8/5/12)

Mike advises that the format of the Club Champs is set in consultation with the coaching staff. Events will remain age-based (ie..50m events for <11yo, 100m events >11yo) and will be the same events as last year.

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.

9.2 Meetings between VW and ASC representatives since last meeting 19/6/12 (Mike) – covered under "Coaches Report" at Item 2.

9.3 Louise advised committee that she will not seek renomination as Vice President at next week's AGM, however she is happy to remain in co-coordination of Uniforms. Mike thanked Louise for her contributions to the role throughout the year.

**Meeting Closed at 6:50pm**

**Next Meeting is the Annual General Meeting:  
Tuesday 7<sup>th</sup> August 2012 @ 7:30pm in the Sports Bar**

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

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

PERSON	ITEM / DATE	ACTION	TIMEFRAME	OUTCOME / UPDATE
<b>PRESIDENT - PHIL</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	31/7/12 LAPSED
	9.6(iv) 13/12/11	Once technology requirements are understood, laptop cost determined (and approved) and suitable laptop purchase imminent, Phil to approach Alan Delaney with a view to enlisting his services to set up new equipment.	by AGM	31/7/12 operating with new desktop - close out
	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
<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	31/7/12 LAPSED
	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	31/7/12 Dealt with
	5.7(iii)	StuartMike will email Arafura families with an explanation of the decision reached for the acquittal process	now	31/7/12 LAPSED
	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	31/7/12 (a) Dealt with (b) as required
<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
<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	31/7/12 LAPSED
	4.4.1 (ii) a 2/8/11	Stuart will investigate options to convey entry tutorial electronically and report to next meeting	now	31/7/12 LAPSED
<b>REGISTRAR</b>	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 - Sarah will investigate with Meg	31/7/12 Mike will continue to generate this record
	9.6(ii)	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)	Sarah to determine laptop requirements following discussions with Meg and		pending

		report to future meeting for determination of funds allocation as required and subject to 9.6 (i) + (ii)		
	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
+ Jacquie	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
	9.2 19/6/12	Uniform Committee to draft an order form for attachment to 2012/13 Club Membership form and circulate prior to or present to committee for feedback 12/6/12	by 12/6/12	not considered by committee to be viable due to supplier issues and resultant long waits at times – no further action
<b>Michael Shaw</b>	7.2	Mikey to determine whether the wireless timing technology is a recognised method of recording times from the perspective of SWA	now	Mike Meinema agrees this technology is valid, admissible, but expensive. Possibly add to future wishlist