

**Minutes of the  
Arena Swim Club Inc.**

**Regular Meeting- 17<sup>th</sup> September 2014 5:30pm Omega Room**

**Present**

Sarah Kimber (President)	Karen Downes (Registrar)
Grant Goodison (Vice President)	Bernie Smith (Fundraising & Grants)
Hayley Bonsall (Secretary)	
Peta Roberts (Treasurer)	

**1 President Welcome & Update:** Sarah Meeting opened 5:30pm **Apologies:** Sub-Committees

1.1 Confirmation of Minutes of Executive Meeting held on 11<sup>th</sup> August 2014  
Ratified without change (Karen, Grant) **All in favour - CARRIED**

1.2 Confirmation of Minutes of Regular Meeting held 13<sup>th</sup> August 2014  
Ratified without change (Hayley, Grant) **All in favour - CARRIED**

**2. Business arising from previous minutes**

4.6 Go Club – c/f to next meeting.

**3. Action Items**

2.3 Accident/Incident/First Aid Templates – Bernie has forwarded templates to Clare.

**Action:** Hayley to liaise with Clare and committee to discuss implementation.

4.11 Committee Photos for Noticeboard – c/f on action list.

4.13 New Credit Card for Nationals – On going. Peta also to have a credit card for Arena Swim Club Account.  
New Bank Account for Flippaball Grant – **Motion (Bernie & Sarah) to set up a separate account for the Flippaball Grant to be paid into.** – All in Favour – CARRIED.

4.15(ii) Coach Employment Contracts - At present the club is unable to consider a permanent contract until the club has been operating for a year. Committee to review this again in May 2015.

**4. New Business**

4.1 Fundraising  
Wanneroo Swapmeet generated \$331 for National funds.

**Action:** Hayley to email Wendy Penny for details on who was involved for Fundraising Tracker. -**DONE**

Bunnings Sausage Sizzle – Dates need to be locked in.

**Action:** Hayley to ask Rob to organise this.

Outdoor Chef – Fundraising opportunity which Bernie is looking into and will update the committee on progress.

Clarkson Holden & AEG– Peta to pursue sponsorship with these organisations.

**Action:** Bernie to give Sponsorship packs to Peta.

Plant Clippings/ Plant Sale Idea – Cindy DeBomford suggestion. Committee to consider.

Fundraising Assistants for Committee – Bernie requested for extra help in this area.

**Action:** Hayley to advertise on club website and facebook for volunteers. – **DONE**

4.2 Flippaball Grant – Sarah updated on her recent meeting with Dale Ballantyne and Tibor from Water Polo WA.

4.3 MOU – HBF logo to be included. MOU will be reviewed again with Venues West in April 2015. HBF – All documents containing the Arena Joondalup address in now have to be changed to read as “HBF Arena Joondalup”. This needs to be done as soon as possible.

**Action:** Bernie to email copy of MOU to Executive Committee Members.  
Hayley & Clare to check and change all documents containing Arena Joondalup address to include HBF.

4.4 Constitution - Ongoing.

**Action:** Bernie to email draft to Executive Committee Members for review.

4.5 Budget – Bernie outlined the general budget for the club.

**Action:** Bernie to email a copy of the budget to Executive Committee members for information.

4.6 Nationals Policy – A sub-committee needs to be organised to update the policy so it can be implemented. Volunteers for this group need to be sought.

**Action:** Hayley to email parents from Nats and NDT Squads for volunteers. - **DONE**

4.7 Adventureworld Social - Hayley asked if there was funding in the budget to subsidise entry tickets for Adventureworld. Bernie confirmed there was. It was agreed that 22 November would be a good date. Hayley to organise.

**Action:** Hayley to book, create flyer and advertise to club members. – **DONE**

- 4.8 Advertising – Hayley suggested charging businesses to advertise on the club website as many other clubs appear to be going down this route. Sarah and Bernie suggested Hayley investigate this option further.

**Action:** Hayley to see what other clubs are doing and come back to the committee with findings.

5. 7:45pm meeting closed. Next meeting Monday 13<sup>th</sup> October 2014

