



WIDE BAY REGIONAL SWIMMING ASSOCIATION INC

Affiliated with Swimming Queensland

Management Committee Meeting

MINUTES & PLANNING MEETING MINUTES

Saturday 11th & Sunday 12th February 2017, Cheltenham Apartments, Kings Beach

ATTENDEES:	S. Cawley, D. Newnham, C. Anderson, K. Connelly, J. Krueger, S. McKeown (midday onwards)
APOLOGIES:	
MEETING OPENED:	9.15am
CHAIRPERSON:	Sean Cawley

1.0 BUSINESS ARISING FROM PREVIOUS MINUTES

ITEM NO	ITEM	NOTES	ACTION	RESPONSIBLE PERSON	DUE DATE	STATUS
1.	Technical Official Fees	<ul style="list-style-type: none">Jacqui still having trouble with Maryborough & Mountain Creek for 2016 season. Spoke with Seb @ Mountain Creek – will f/u. Jacqui confirmed all other Clubs are up to date.Nanango in process of winding down.		J. Krueger		HO
2.	Technical Official Payment Process	<ul style="list-style-type: none">A Grade = \$250, B Grade = \$150.Jacqui suggested day rate, therefore Clubs pay TO's on the day and seek reimbursement from Wide Bay at the end of the Season.Clubs must email Wide Bay after each meet to advise TOs paid.	To be discussed in detail at Planning Meeting in Feb.	S. Cawley	Feb. 2017	HO
3.	Timing System Hire and Maintenance	<ul style="list-style-type: none">All Invoices have been paid. Sean has 2 quotes for 16 replacement plungers. TG Group (\$1950 ex GST -	To discuss further at next meeting	S. Cawley	17/3/17	HO



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		\$2150 + freight), Aus. Sports Timing (\$2450 including GST).				
4.	Elite Merchandise Sponsorship	Jacqui confirmed Elite Merchandise has been invoiced & payment received.				C
5.	TO Uniforms	<ul style="list-style-type: none"> Design colour – teal/green. Gareth will email through design early next week. To be launched at WBLC. David Towner to approve before ordering. Order 10 as cost effective. 	Deb to contact Elite Merchandise regarding brim hat with WB logo to compliment shirt keeping within the Sun Smart Policy).	D. Newnham		C

Moved: K. Connelly	Seconded: C. Anderson	Outcome: Approved
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2.0 CORRESPONDENCE

2.1. In/Out

IN/OUT	DATE	FROM	Details
			Nil

Moved:	Seconded:	Outcome:
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3.0 REPORTS

3.1 Treasurer

ITEM NO	ITEM	NOTES	ACTION	RESPONSIBLE PERSON	DUE DATE	STATUS
1.	Treasurer's Report	Jacqui is concerned about the bank balance being low & the WB President approving own referee fees. Discussed in full – Expense Claim form available	Clubs to be notified at AGM/Forum	S. Cawley		HO



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		via the website (Resources/Forms) & is to be used and approved by VP and Treasurer. From beginning of next season (2017-2018), clubs are to pay referees on the day (\$100 per day) & claim from WB via the Expense Claim form.				

Moved:	J. Krueger	Seconded:	S. Cawley	Outcome:	Approved
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3.2 Technical Officials

ITEM NO	ITEM	NOTES	ACTION	RESPONSIBLE PERSON	DUE DATE	STATUS
1.						

Moved:		Seconded:		Outcome:	
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3.3 President

ITEM NO	ITEM	NOTES	ACTION	RESPONSIBLE PERSON	DUE DATE	STATUS
	Nil					

Moved:		Seconded:		Outcome:	
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4.0 GENERAL BUSINESS

ITEM NO	ITEM	NOTES	ACTION	RESPONSIBLE PERSON	DUE DATE	STATUS
4.1	Sharks Squad – Feb 2017 Review	<ul style="list-style-type: none"> Colin commented as follows: <ul style="list-style-type: none"> – Successful camp; 				C



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		<ul style="list-style-type: none"> - Accommodation & facilities good; - Coaches (Craig and Tegan) were great & gave good feedback to swimmers. - Good lead into Piranhas Camp to Melbourne. - Split day unfortunate. - Not a real issue swimming as Exhibition Swimmers. 				
4.2	School National Times	To be used for State Relays as long as registered on "Results Central" as Qld States and National times				NFA
4.3	Stingers Camp – Eumundi Meet – 12 th March	Sean confirmed Rob West as Coach. 34 Swimmers in total. Deb and Jacqui to be Managers.	Colin to email all swimmers with updates.	C. Anderson	3/3/17	C
4.4	TO Uniforms	Deb presented committee with design/ colour choice. Needs tweaking as colour is too close to another club.	Deb to follow up with Elite and email out to committee	D. Newnham		C
4.5	WBLC Presentation, 17 th – 19 th March	<ul style="list-style-type: none"> • Sean advised he and Deb attended PWCSA Committee Meeting to outline weekend. PWCSA to provide tents/chairs/WIFI. • Kev Thompson to do timing with Colin. • 11yrs and under medals to be presented by Mel Wright on Sunday. • Deb to s/w Anna from PWC re contact at Currimundi Woolworths (fruit etc.). • Announcer to be Sean/Larni Mailer/ Kylie Bagrie. • Programmes - Jacqui with Pelican parent. • Food Convenor – Krysty with club 	<ul style="list-style-type: none"> • Sean to follow up Dominos Caloundra re Pizza's • Deb to purchase Icy Poles – to freeze early and take to pool Friday evening 			C



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		<ul style="list-style-type: none"> helpers (Deb to arrange/order) • Medal Presentation – Deb and Jodie C from Kawana • CALC to collect gate entry. 				
4.6	Action Photo's Proposal	<ul style="list-style-type: none"> • Letter confirming who they are/what they are about. They would like to take photos at WBLC. • Photos printed on spot. • 10% commission to WB. 	Sean to contact CALC (Chris Bray) for approval.	S. Cawley		C
4.7	General Discussion					
	4.7.1 Nanango meet (June)	<ul style="list-style-type: none"> • Not proceeding. • Meet on WB Calendar – option to run as South Burnett SC Meet (Kingaroy and Kilkivan will run as a combined effort). 	<ul style="list-style-type: none"> • To be discussed in more detail at March Forum. • Calendar to be updated. 	S. Cawley		C
	4.7.2 March Forum	<ul style="list-style-type: none"> • Currently still noted as being held at Gympie on 26th March. Committee agreed not a good time as school swimming at Chandler. • Do we do another split forum like December? Committee agreed 	<ul style="list-style-type: none"> • South Burnett – Wondai, date/time – TBA • Sunshine Coast - Coolum Surf Club, Tues. 21st March (Deb to book) • Fraser Coast - split Jacqui and Colin, date/time - TBA 	S. Cawley		HO
	4.7.3 AGM	<ul style="list-style-type: none"> • Set for Sun. 4th June, Gympie RSL 				NFA
4.8	Planning Committee Meeting Minutes					
	Overview	<ul style="list-style-type: none"> • Sean gave a quick overview & handout of what his thoughts were for us as a Committee should be looking at objectively when taking into consideration planning for the next season. • All agreed that the objectives were valid and could be measured once the 				NFA



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		meeting finished.				
4.8.1	Meet Applications	<ul style="list-style-type: none"> Four clubs did not meet the criteria (Noosa, Cotton Tree, Gayndah and Wondai). Did not have % swimmers participate outside of Region meets. It was agreed by all that meets were needed in all Regions. Noosa offer 'B' Grade, SC meet replacing Nanango (already on Calendar for 10th June) as they have a 25m heated pool with blocks Cotton Tree offer a 'B' Grade meet, Sat. only (2nd Sept.). Gayndah host meet renamed to Burnett Fraser Sprint Meet; nom fees paid to WB All other applications were successful and offered good variety of both A and B Grade meets over the Region. 	Sean to contact Presidents of the Clubs to advise of committee's decision before Calendar is released	S. Cawley		HO
4.8.2	Squad Criteria for 2016/2017	To remain the same for the 2017/2018 season. Current Committee agreed that the New Committee for the 2017/2018 season may wish to review.				NFA
4.8.3	Junior Skills	<ul style="list-style-type: none"> Sunshine Coast – Coolum, Sat 9th Sept. Burnett Fraser – Mundubbera – 1st choice; Biggenden – 2nd choice, Sat 14th Oct. South Burnett – Kingaroy, Sat. 14th Oct. 	<ul style="list-style-type: none"> Deb to make contact Sean to follow up Krysty confirmed 			HO HO C
4.8.4	Squad Email Addresses	<ul style="list-style-type: none"> Deb suggested a change with email address. All Squads should have their 	<ul style="list-style-type: none"> Deb to email Sharon to arrange. President/VP/Treasurer mailbox to be 			HO



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		<p>own email address.</p> <ul style="list-style-type: none"> Remove squads@widebayswimming.org.au and replace with the following: stingers@widebay, sharks@widebay, piranhas@wideba, relays@widebay. This way there should be no confusion and whoever is dealing with the squads just needs to look at those relevant emails. 	increased to 5000MB.			
	4.8.5 Squad Activities	<ul style="list-style-type: none"> Committee acknowledged that expenditure for squad activities was more than realised at last Planning Meeting. The extra activity while being well received had certainly left fewer monies than thought. Committee agreed that there would be only one activity for Stingers and Piranhas and two for Sharks. Stingers: Kingaroy Meet, Sat. 27th Jan. 2018; Coach – TBA; WB to cover dinner/BBQ lunch + drink, water, fruit Muesli bar, up to 5 events. Sharks: <ul style="list-style-type: none"> - 1. Makos SC Meet, Sun. 23rd July with overnight at Currimundi Recreation Centre. Arrive 1pm, afternoon activity, a/tea, dinner, activity, supper, breakfast, bus to meet on Sunday. WB to cover L/S dinner/BBQ lunch + drink, water, fruit, Muesli bar, up to 5 events. 	<ul style="list-style-type: none"> Deb to get pricing and discuss at March MC meeting. 	D. Newnham		<p>HO</p> <p>HO</p>



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		<p>Parental cost to be considered -2. Brisbane Sprints, 2nd – 4th Feb. 2018. We have all contacts from 2017 trip. Cost to be advised at later date.</p> <ul style="list-style-type: none"> • Piranhas: VIC Age Champs (1st – 3rd Sept. 2017, Melbourne. Jacqui expressed concern as to the cost of this trip. Deb suggested making trip four nights only with no side trip. Leave Thurs 31st Aug. to Mon. 4th Sept. To reduce costs, committee could organise the trip ourselves as we have the contacts (no Travel Agent, saving on commission). Committee agreed it would be great to keep cost to approx. \$1600 for parents. 	<ul style="list-style-type: none"> • Deb to get costings and discuss at March MC meeting 	D. Newnham		HO
	4.8.6 AGM	<p>After looking at the Calendar for the year, it was suggested that we bring forward the AGM from June to May (as there is nothing on). A suggested date was Sun. 7th May @ Gympie RSL.</p>	<p>Sean to check wording of the Constitution to see if possible and advise committee. Once confirmed, Deb to email Gympie RSL and lock in date</p>	S. Cawley/ D. Newnham		HO
	4.8.7 Forums	<ul style="list-style-type: none"> • The March Forum will be held as a split forum. SC and SB will be held on Tues. 21st March and BF – TBA. • Agenda will be announcing the Calendar for 17/18 season, Squads, T/O's. The rest of the forums for the season will be left for discussion by the new Committee after AGM in May. 				HO
	4.8.8 Wide Bay Long Course	<p>To be held at Hervey Bay. Committee agreed a great venue, warm up/warm</p>				NFA



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	Champs, 9 th – 11 th March 2018	down pool available				
4.8.9	Wide Bay Short Course Champs	<ul style="list-style-type: none"> To be held at Rainbow Beach. Committee agreed that similar distance to travel, however Jacqui felt not a great venue as there is no warm up/warm down pool available, however there appears to be no stipulation that this is necessary by SQ. Jacqui suggested that it should be held up North and Fairymead to host. Committee agreed it would be held again at Rainbow Beach. 				NFA
4.8.10	Coaches Workshops and T/O Training	<ul style="list-style-type: none"> Committee agreed that these have not been well supported during the year and therefore most have been cancelled due to lack of interest. Sean advised that he will be hosting an informal Coaches Info Session at WBLC. Hopefully some feedback from this will ensure these workshops can be slotted in during the new Calendar year. 				NFA
4.8.11	Patron's Shield	Brisbane to host this year. Committee agreed Wide Bay would not be involved.				NFA
4.8.12	State Relay Teams	Committee agreed that we need to get onto this much earlier. Expressions of Interest to be sent out after WBSC (August)		S. Cawley		HO



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MEETING CLOSED – 1.20pm, Sun. 12th Feb. 2017

NEXT MEETING – Fri. evening 17th March, PWCSC (during Wide Bay Long Course Champs; time to be advised)

President: Sean Cawley

A handwritten signature in black ink, appearing to read 'Sean Cawley'.

Date: 3/3/17

SIGNED Secretary: Deborah Newnham

A handwritten signature in black ink, appearing to read 'Deborah Newnham'.

Date: 3/3/17