

Minutes of the
ARENA SWIM CLUB INC
 Regular Meeting: Tuesday 10th September 2013 5:30pm Winners Club

Present

Phil Wall (President)	Sarah Kimber (Vice President / Registrar)
Clare Masolin (Secretary)	Bernie Smith
Paul Manning	
Carey Martin (Senior Coach)	Edgar Coello (guest)

1. Welcome:

Meeting opened 5:30pm

Apologies: Mike Meinema (Treasurer), Peta Roberts, Karen Downes

2 Confirmation of Minutes:

- 2.1 Confirmation of Minutes of Regular Meeting held 16th July 2013
 Ratified without change **All in favour – CARRIED**

3 Coach's Report

- Carey reports;
- 258 swimmers in squads
 - Pre-States BBQ happily received
 - LC Competition Calendar done
 - After her fall on pool deck recently, Carey is confident Ashlee will be back to coaching with ASC soon, but will not be fit to teach (Ed Dept) for a while.
- 3.1 Cassio Coelho – Brazilian coach seeking professional development opportunity at ASC requires 3 weeks' accommodation. Advertised on Club website 5/9/13 – Carey has received a couple of offers from Club families willing to take Cassio in over December.
- 3.2 With Term 3 VW LTS almost over, Carey proposes developing a flyer to be handed to graduates of Level 7 LTS incorporating a voucher for a free trial session with a Junior Squad

Action (i): Paul to liaise with Carey to draft a suitable flyer incorporating voucher for LTS Level 7 graduates to trial an ASC squad session

Paul comments that it would be worthwhile enquiring whether the large billboards at the complex are available to hire for ASC advertising space.

Action (ii): Paul to liaise with Phil who will enquire directly about Billboards with VW Exec.

- 3.3 Carey reports 5 ASC representatives in the 2013 Australian School Sports Swimming Championships in Adelaide are doing well personally and enjoying the experience.

Action: Carey to provide Paul with details of achievements of the ASC representatives at the Australian School Sports Swimming Championships for posting to the website and FB **DONE**

Guest:- Edgar Coello – VW Trainer (6:05pm) – Phil welcomed Edgar to the meeting and thanked him for his program work with our more senior squad swimmers in the gym.

Edgar explained that the number of squad members coming for gym sessions had increased, so due to the range of age, ability, strength and technical proficiency, it has become necessary to split into two groups, one group with sessions on Tues and Thursday mornings, the younger group on Wednesday mornings. Edgar has had a number of the older swimmers in the gym for 3-4 years, and their technique is good, but grouping them with the younger, less experienced ones has meant the older ones miss out on Edgar's attention – which potentially could also impact safety and injuries.

Splitting the groups allows Edgar to work differently with each group. Capacity for Edgar would be max 8 – 10 per group (perhaps 9 junior, 10 with the older group – up to 12 with the older group if technique is considered proficient)

Edgar believes that one session in the gym per week for the younger ones is suitable right now, but would look to increase to 2 sessions weekly in time. Edgar invites committee to approach him directly with any questions they may have related to the program.

4 Business arising from previous minutes

6.1 Bulkhead installation and removal (Carey) – VW and ASC are working together to make this happen as required.

9.2 Membership renewals (Sarah) – Junior membership uptake remains a problem. These figures are required in order to produce budget projections. Current system of capturing snapshot of membership situation at any time needs to be centralised to avoid the possibility of experiencing similar accounting challenges as seen at time of takeover from VW.

Clare comments that it is very important to capture those who have not paid either competitive or non-competitive membership not just for the revenue stream, but because they are effectively not covered by Club's insurance and should not be in the water – as has already been advised to families.

Action(i): Sarah to cross-check firm membership numbers with Mike and email to Bernie asap

Action(ii): Mike to establish those who have not paid membership and provide list to Clare who will contact families individually
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6 (25/7/13) Nominations to committees (Clare) – website call for nominations brought Nicola Manning (Mum of Bronze swimmer Eleanor) to the Social Committee and Grant Goodison has expressed an interest in joining the fundraising committee. In time, Bernie envisions Grant taking the lead to free her up to concentrate on Grants.

There are still no nominations for the Meet committee. It would be ideal for Karen to seek out people that she would like to work with.

Action: Phil to approach Karen to discuss filling vacancies on Swim Meet Committee

Exec (18/6/13) Relay policy (Sarah / Carey) – revision of conditions around relays. ASC maintains that it will not pay for relay teams entered in other than targeted SWA-sanctioned meets (excepting country meets where there is a large contingent of ASC swimmers in attendance). However, a process is to be trialled whereby swimmers may nominate and pay Registrar for inclusion in a relay at the same time as placing meet entry. Names will be given to coaching staff - who will have final say on makeup of relay teams. Entries and refunds will be administered by registrar via petty cash. One parent attending meet will be required to administer relays on the day, taking this responsibility away from the coaches.

Action: Sarah to pilot process for relay entries and report success to a future meeting

5 Action Items

7(1) Proposed meeting dates 2013-14 – ratified unchanged

Action: Clare to check meeting room availability with VW before locking in dates on the club calendar and advise committee

6 Correspondence – significant items were circulated prior to meeting

6.1 VW – removal of independent fundraising and social food-related options from MOU; Clare attended meeting (28/8/13) with VW [Chris Andrich, John Wilks (VW Catering) and Steve Harper (VW Operations)]. It is disappointing that this is being raised after agreed MOU receiving close scrutiny by both parties after a long period of negotiation to a point that both parties could live with. Presently waiting on VW proposal which will result in further discussion with VW after committee have had an opportunity to consider. Proposal requires us to provide VW with ‘possibilities’ for future social events to be held at VW premises.

Action(i): Paul to provide John Wilks (VW) with a list of possible occasions when ASC would look at utilising VW function option.

Action(ii): Phil to follow up signed copy of MOU with Chris Andrich

Action(iii): Clare to provide extract of MOU as evidence to COJ to support ASC’s application for food trading licence required for Bunnings Sausage Sizzle.

Action(iv): Clare to duplicate COJ food trading licence process with COW in order to cover local govt area of Bunnings Clarkson.

7 Treasurer’s Report (Mike) – Mike is an apology tonight

8 Other Reports

Volunteers / Uniforms – Peta is an apology tonight

5.1 (11/6/13) Casual T-shirt – carry forward to October meeting

Grants / Sponsorship / Fundraising

4 (AGM 25/7/13) Bunnings sausage sizzle date - Phil believes Robert Bonsall has a contact at the Edgewater Bunnings. Grant Goodison has a contact at the Clarkson Bunnings but it’s thought for the effort required; Edgewater is a preferred option as return is usually standard around \$2000-. Opportunities such as these are of greater importance in light of recent VW developments.

Action: Bernie to coordinate an approach to both Bunnings outlets to secure a sausage sizzle fundraising opportunity in the community.

Social / Media

(i) linking with Joondalup Sports Club (Arena Community Sport and Recreation Association) - Paul suggests part of a strategy to address challenges that would come about from the proposed variations to the MOU with VW would be to approach the Joondalup Sports Club to see what they were able to offer. Committee agrees outside options need to be sought if we are going to continue to be able to afford social Club gatherings.

(ii) Website Paul suggests ASC website is a little 'dated' and although largely workable, could use a bit of a facelift. Alan Delaney (our webmaster) quotes approx. \$500- to do this work, but says we are bound in part by the capacities of the present website. An alternative would be to purchase a new domain. Paul is now undertaking all You Tube postings, FB admin and a number of homepage posts. This item continues to be an area for thought.

9 New Business

9.1 Inters – need to be competitive members – Carey explained the number of pathways for swimmers in both the competitive and non-competitive squad streams and suggests Inters remains as the first squad in which competitive membership of the Club (and hence SWA) is compulsory – committee is happy to retain as is.

9.2 SWA Officials Course (Clare) - will go ahead this Friday night 13th September, presented in the club office 6 – 9pm by Lesley Arrowsmith. 5 ASC parents will receive training. Phil gave the ok to purchase a gift in thanks, in addition to paying fuel allowance if appropriate, up to \$200-.

9.3 Workers Compensation – Ashlee Martin slipped on pool-deck 13/8/13. Back injury sustained rendered Ashlee unable to work. She is currently under the care of community specialists who are monitoring her capacity to return to work. Mike is managing Ashlee's claim under the Club's Workers' Compensation insurance.

9.4 ASC / VW Lease agreement – progress (Phil) – negotiations have been finalised. Issues to do with CPI [rate is fixed at 3%] are considered by Bernie to not be worth fighting about.

9.5 Strategic and Operational planning (Phil) – Phil will organise for Exec to meet in the near future. Priority is to address the budget.

Action(i): Clare to seek inclusions from Executive for future Operational meeting agenda

Regarding ongoing issues around 'double dipping' revenue raising [lane hire + entry fee], Phil took it up with Daniel Tackenberg prior to him leaving SWA. With Melville, Albany, Fremantle, Inglewood, Arena, West Coast and Vic Park Clubs now in the same boat, Steve Hill from West Coast has met with Jeanette Bailey (President SWA).

Suggestions are that

- as we are all affiliated with SWA, they (SWA) need to advocate on behalf of clubs regarding this unconscionable conduct.
- Presidents should band together to formulate a combined strategy for combatting this trend – not just accept that it 'is happening all over the place'. Currently Presidents meet only once a year at the SWA AGM, not for networking. There is certainly a niche here.
- DSR, SWA and WAIS need to get more involved in this situation in order to send a strong message.

Phil will seek to remain informed and proactive around the ongoing issue of lane hire and pool entry and regularly update committee, with committee making suggestions as appropriate. Need to seek opportunities to raise with other Club Presidents.

Action(ii): Clare to rsvp to SWA AGM 12th October 2012 for Sarah and Phil when firm date advertised

9.6 Quarterly Lane efficiency review (Bernie)- Bernie points out that MOU [Item 2.3] states Lane efficiency must be reviewed quarterly [August, November, February and May].

Action(i): Carey to provide lane numbers for May – July incl to Phil to enable reporting to VW

Action(ii): Phil to email VW quarterly lane usage figures (May – July incl) as per MOU

Action(iii): Clare to diarise lane efficiency review dates as at 1st of the month

Close: 7:00pm

Next Meeting scheduled for 15th October 2013 @ 5:30pm in the

-: Action Items pending from previous meetings :-

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

PERSON	ITEM / DATE	ACTION	TIMEFRAME	OUTCOME / UPDATE
TREASURER - MIKE	4.3 18/9/12	Mike to contact Helen Hull and investigate viable championship points scheme and report back to a future meeting.	soon	pending
	7(ii) 11/6/13	Sarah to cross-check and determine who is in arrears with training fees and provide names and amounts to Clare	URGENT - asap	Pending - Mike
	7(iii)	Clare to email those members with arrears seeking completion of DD authority and immediate clearance of arrears.	asap	(Mike)
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
REGISTRAR Sarah	3.1 18/12/12	Sarah to email SWA to outline relay issues being experienced related to online entry system, find out what other clubs are doing and suggesting consideration is given to positioning relays at the beginning of SWA-hosted meets.	now	pending
CLARE	9.4(ii) 12/3/13	Clare to organise a sign-out book for the Banners in the Office so we know where they are always.	now	c/f
BERNIE	4 (25/7/13)	Fundraising sub-committee to investigate securing a Bunnings Sausage sizzle date	asap	