

**Minutes of the Swimming Wellington Board Meeting
Tuesday 13 December 2016, 7pm, Pelorus Trust House, Seaview**

Attendees:

Mark Berge (MB)	Greg Forsythe (GF)
Allison Yannakis (AY)	Paul Matson (PM)
Todd Morton (TM)	Amanda Feast (AF)

In attendance:

Henrietta Latham (HL)
Marty Donoghue (MD)

1. Welcome	Discussion	Decision/Action	Time Frame	Responsibility
Welcome	<p>Welcome to all present and in particular Marty Donoghue who is facilitating Swim Wellington strategic planning process.</p> <p>The aim for this meeting is to identify 2 to 3 Strategic Goals</p>			
2. Apologies & Disclosures		Decision/Action	Time Frame	Responsibility
Apologies	<p>Apologies: Chris Dyhrberg Meeting Quorum confirmed</p>	<p style="text-align: right;">Apologies accepted Moved: MB/PM</p>		
3. Governance		Decision/Action	Time Frame	Responsibility
	The Events Committee is currently and Operational Committee however swimming competitions are a core activity that warrants Board oversight. PM has agreed to chair the Events Committee going forward	Composition of the Events Committee to be confirmed	Jan 17	PM/HL
4. Environmental Scan	Discussion	Decision/Action	Time Frame	Responsibility
	The inaugural Club Leadership & Governance workshops (5 in all) have concluded. Participants have had the opportunity to provide feedback which has been extremely positive. Another series will be incorporated into 2017 calendar. Sport NZ have developed a Club Capability tool called Compass. SW has determined that all clubs will be involved as this will highlight key areas where additional support can be provided by SW, Sport Wellington and Sport NZ. The Target is to have all clubs complete their Compass	<p>Action: SW to roll out Compass programme to Clubs SW Compass email to set up Compass@swimwn.co.nz</p>		Board/HL/Club Committees

	questionnaire by Feb 2017. The Wellington Sport and Active Recreational Strategy developed by patriating sporting codes, including SW, and facilitated by Sport Wellington has been shared with all Regional Council CEO's and received their endorsement. This means that the Councils have agreed in principle to work with the sector in developing a single approach / strategy particularly facilities.			
5. Board Calendar/ Work Plan	Discussion	Decision/Action	Time Frame	Responsibility
			Feb 17	
6. Strategic Matters	Discussion	Decision/Action	Time Frame	Responsibility
a) Strategic Planning through to 2020 1. Review and confirm a Vision & Values 2. Workshop One outcomes (review) 3. Strategic Goals and Objectives	Key outcomes: Purpose: To lead, support and provide opportunities for development of swimming in the region, resulting in more people taking part and reaching their full potential. Vision: New Zealand's top performing region Values: Excellence, Respect and Teamwork Areas of Strategic Focus Finance: Resource Committee – delivery PM Events: Events Committee – delivery PM Stakeholder Management - plan	Action: MD to capture planning outputs and develop a draft Strategy on a Page for Board review and stakeholder communication. PM to lead preliminary work on Finance and a review of the Events Calendar.	Next meeting	MB/MD PM/MB/HL
7. Operational Matters		Decision/Action	Time Frame	Responsibility
a) Zonal Competition – user pays component	Zonal to go ahead in 2017, with bookings made. Team selection process is being completed now. There will be a user pays component of \$200.	Actions: SNZ guidance for 2018. Suggest a different venue. After Team selections are made, members invoiced with payment required prior to departure.	2017	HL
8. Consent Agenda	Discussion		Time Frame	Responsibility
a) Payment for approval	Payments submitted for approval.			
b) Funding	Board support for applications to the following funders; Pool Hire – Summer LC Champs \$10K Four Winds Pool Hire- 2017 Events (from February) Lion Foundation - \$25K Pub Charities – Volunteer uniforms (Officials shirts) \$10K NZ Racing Board – Health & Safety notice Boards for WRAC – quote to be received	Action: Moved Funding applications as recommended by the Resource Committee.	Jan 2017	HL/PM

c) Inter Club/Regional Transfers	Transfers as per tabled report			
d) Records	Records as per tabled report	Consent Agenda Moved: SRS/PM Carried		
9. Reports	Discussion	Decision/Action	Time Frame	Responsibility
a) Operations Report b) Financial Report c) Inter Club/ Regional Transfers d) Other Committee Reports	Circulated with Board papers Circulated with Board Papers Circulated No other reports tabled	Action: Operations and Financial Reports moved and accepted Moved: AF/PM Carried		
10. Minutes	Discussion	Decision/Action	Time Frame	Responsibility
	Minutes and Action Register circulated	Minutes approved as true and accurate record Minutes confirmed Moved: AY/GF Carried		
11. Topics for next meeting	Discussion			
	Confirmation of Strategic and Annual Work Plans			MB
12. Meeting Evaluation	Discussion			
Meeting Evaluation -	Valuable discussion and good to arrive at a confirmed Purpose, Vision, Values and Objectives			
Meeting Closed:	Meeting closed: 9:30pm	Meeting schedule: Next meeting scheduled for; 15 February 2017, Pelorus Trust House 7pm		

8. Consent Agenda 13 December 2016

a) **Payments:** as per the Management Report

b) **Funding request:**

c) **Internal Club / Regional Transfers**

	Membership Number	Surname	Forename	Old Club	New Club	Request Date
38	351282	Chadd	Ruby	Napier Aquahawks	Raumati Swimming Club	16/09/2016
39	954660	Alam	Aidah	Tawa Swimming Club	Porirua City Aquatics	17/09/2016
40	955177	Sewell	Henry	Aquajets	Masterton Swimming Club	25/09/2016

41	955189	Witten	Erin	Aquajets	Masterton Swimming Club	25/09/2016
42	361787	Johnson	Ellen	Aquajets	Masterton Swimming Club	25/09/2016
43	959512	Cooper	Nicole	Upper Hutt Swimming Club	SwimZone Racing	6/10/2016
44	947672	Crowley	Eileen	Ashhurst Aquanauts Club	Breakers Swim Club	7/10/2016
45	947671	Crowley	Alexandra	Ashhurst Aquanauts Club	Breakers Swim Club	7/10/2016
46	383152	Luo	Renee	Tawa Swimming Club	Capital Swim Club	10/10/2016
47	331815	O'Connor	Sarah	Pirates Swim Team	Capital Swim Club	11/10/2016
48	953320	Crawford	Frankie	Maranui Swimming Club	Tawa Swimming Club	11/10/2016
49	953321	Crawford	Ronnie	Maranui Swimming Club	Tawa Swimming Club	11/10/2016
50	953055	Aranga	Max	Napier Aquahawks	Raumati Swimming Club	13/10/2016
51	953375	Reynolds	Holly	Maranui Swimming Club	Capital Swim Club	16/10/2016
52	389199	Williams	Harriet	Greendale Swim Club	Raumati Swimming Club	20/10/2016
53	386665	Sexton	Oliver	Feilding Amateur Swimming Club	Porirua City Aquatics	20/10/2016
54	390401	Wilkes	Holly	Mercury Bay Swim Club	Raumati Swimming Club	21/10/2016
55	953338	Hanna	Niamh	Maranui Swimming Club	Capital Swim Club	30/10/2016
56	346565	Roberts	Justin	Tawa Swimming Club	Capital Swim Club	2/11/2016

d) **Wellington Records**

2016 State Teams Short Course Champs, Bruce ACT, 23-25 September 2016											
Sophie Irving	CAP	13	100	BK	1.04.72	24.09.16	1.04.92	09.08.14	Macy Burns	SC	26

2016 NZ Short Course Championships, Sir Owen Glen National Aquatic Centre, 2-6 October 2016											
Chelsey Edwards	SZR	15	200	FR	2.00.97	02.10.16	2.01.45	13.08.16	Own	SC	27
Bronagh Ryan	PCA	OPEN	100	BR	1.08.44	02.10.16	1.10.25	11.08.16	Own	SC	28
Bronagh Ryan	PCA	OPEN	100	BR	1.07.91	02.10.16	1.08.44	02.10.16	Own	SC	29
Chelsey Edwards	SZR	15	50	FL	28.27	02.10.16	28.56	07.08.16	Own	SC	30
Bronson Lloyd	PCA	13	400	IM	4.50.47	02.10.16	4.53.90	13.08.16	Own	SC	31
Bronson Lloyd	PCA	13	200	IM	2.15.41	03.10.16	2.16.83	07.08.16	Own	SC	32
Macy Burns	CAP	16	100	BK	1.03.60	03.10.16	1.03.96	01.09.07	Kelsey Moffat	SC	33
Shannon Schimanski	WSC	16	50	BR	32.83	03.10.16	33.41	26.09.10	Emily McGill	SC	34
Bronagh Ryan	PCA	OPEN	50	BR	31.56	03.10.16	32.05	12.08.15	Own	SC	35
Bronson Lloyd	PCA	13	200	IM	2.14.87	03.10.16	2.15.41	03.10.16	Own	SC	36
Macy Burns	CAP	16	100	IM	1.05.17	04.10.16	1.06.05	26.09.16	Emily McGill	SC	37
Chelsey Edwards	SZR	15	50	FR	25.56	04.10.16	25.98	06.09.95	Nichola Chillingworth	SC	38
Bronson Lloyd	PCA	13	100	IM	1.03.03	04.10.16	1.03.48	14.08.16	Own	SC	39
Stevie Shipman	RAU	13	200	BK	2.22.77	05.10.16	2.23.44	28.08.16	Rachel Maker	SC	40
Sophie Irving	CAP	13	200	BK	2.21.43	05.10.16	2.22.77	05.10.16	Stevie Shipman	SC	41
Sophie Irving	CAP	13	200	BK	2.20.68	05.10.16	2.21.43	05.10.16	Own	SC	42
Isaac Foote	MAS	OPEN	100	FL	53.77	05.10.16	53.77	26.08.98	Jonathan Winter	SC	43
Rebecca Moynihan	RAU	18	50	FR	25.90	05.10.16	26.37	15.12.07	Anita Roberts	SC	44

Bronson Lloyd	PCA	13	100	FR	55.85	06.10.16	56.01	14.06.03	Luke Fairbairn	SC	45
Chelsey Edwards	SZR	15	100	FR	55.93	06.10.16	56.57	07.08.16	Own	SC	46
Jedi Morland-Janes	PIR	14	200	FL	2.10.12	06.10.16	2.12.31	10.07.16	Own	SC	47
Macy Burns	CAP	16	50	BK	29.57	06.10.16	30.00	29.09.10	Samantha Piper	SC	48
Bronson Lloyd	PCA	13	1500	FR	16.33.56	06.10.16	16.35.60	23.07.16	Own	SC	49
Sophie Irving	CAP	13	50	BK	30.17	06.10.16	30.75	13.05.16	Stevie Shipman	SC	50
Stevie Shipman	RAU	13	50	BK	29.86	06.10.16	30.17	06.10.16	Sophie Irving	SC	51
Bronson Lloyd	PCA	13	800	FR	8.51.00	06.10.16	8.51.14	23.07.16	Own	SC	52

2016 ASA Junior Champs, West Wave Aquatic Centre, 25-27 November 2016

Jenna Rolston-Larking	TWA	12	200	FL	2.29.25	25.11.16	2.29.62	08.01.12	Madeleine Thomas-Beck	LC	53
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Relays (Nil)

NZ Records (Nil)

Paralympic Records (Nil)

Being a true and correct record of the meeting held:

Date: _____

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