

Our Vision – New Zealand’s Top Performing Region

**Minutes of the Swimming Wellington Board Meeting
Tuesday, 15 March 2022, 5.30pm via Teams**

Board members attending

Brigid Borlase (BB)
Istvan Csorogi (IC)
Nathan Thomas (NT)

Kate McDonald (KM)
Mike Heath (MH)

In Attendance

Angus Pashley (AP), Executive Officer

Agenda Item	Discussion	Decision/Action	Timeframe	Responsibility
0 Jacqui Forsythe – RTOP Chair	<p>JF presented to the board the RTOP structure and role within the community. RTOP currently has 6 members, the newest of week is Tania Lindop from the Wairarapa.</p> <p>Reduced opportunities for Officials to become qualified.</p> <p>Wellington currently has the highest standards in terms of qualifying for officials</p> <p>Officials value the subsidy that is allocated to those travelling to national events.</p>	<p>AP to follow up on officials subsidy policy</p> <p>Follow ups also required on RTOP ToR and SNZ development meet plan for 2022</p>	Ongoing	AP
1 Meeting Opening				
1.1 Agenda confirmation	The Board confirmed the agenda.			
1.2 Apologies	CB	Noted		
1.3 Director Conflict of Interest – new/changed disclosures	There were no updated conflicts.	The Board noted there were no updated conflicts.		
1.4 Environmental scan, including any significant updates relating to our clubs, Nuku Ora, Sport NZ and Swimming NZ	MH noted that he had met with SZR representative to discuss officials training opportunities. MH to distribute notes on this for further discussion at the next board meeting	BB noted that we need to ride the current C-19 wave because cases are inevitable and likely to disrupt events for at least the next 2 months.		

	<p>AP noted Carterton’s fundraising event which took place at Carterton pool and featured a race between Lewis and the Carterton Mayor Greg Lang.</p> <p>Currently 4-5 coaches in the region are isolating due to Covid which is having an effect on training and the Trygve Cup.</p>			
1.5 Minutes of last meeting (01/02/2022)	Error in Comms report note, Main insight, other than that no changes or comments on the draft minutes of the prior Board meeting (01/02/2022)	Moved MH, seconded KM - approved		
1.6 Review of action items	AP reviewed the action items with the board	Review of withdrawal at events policy to be aligned with SNZ information released at national events over the next two months	Ongoing	AP
2 Membership & Events	Discussion	Decision/Action	Timeframe	Responsibility
2.1 Event report – Harbour Challenge	Harbour Challenge was well participated, numbers up again on the 2021 event. AP noted that it was frustrating to hear of the wastewater issues coming from the protestors after the event.	The board noted that a survey out to the participants would be beneficial, to be compiled by AP and open to those who didn’t take part to complete	N/A	
2.2 Event report - Skins	AP shared FM’s skins report. Numbers well down due to Covid starting to run through the community	Other Tier 1 events to be run this year may revert back to traditional structure	15/03/22	AP
2.3 Vision Statement delivery	AP updated the board that a cultural advisor has been engaged with to ensure correct messaging of the vision statement	AP and KF to initiate the work on presenting the vision statement	Ongoing	AP
2.4 Membership Analysis	Noted	To be removed from the agenda until the new membership year. AP to enquire with SNZ RE membership categories for 2022/23 and new fees to be proposed and approved at June 7 th Board meeting	Ongoing	AP
2.5 New club formation	<p>Ngā Tai Tūātea a Taraika Swim Club have applied for affiliation to Swimming Wellington through elected club chair Walter Maxwell. The SW Board considered pre meeting</p> <p>- Completed new club application form</p>	<p>Board to review the constitution and to reconvene over email before 18/03 on decision as to whether to affiliate the new club.</p> <p>General support for the new club as it shows good evolution of the sport and</p>	18/03/22	All

	<ul style="list-style-type: none"> - TSC'S ability to developing and retain members in the Sport - TSC satisfies all criteria in the Swimming NZ constitution and the SW constitution to be a Member Club - Financial viability 	motivates the affiliated swimmers to remain in swimming.		
3 Governance & Policy Matters	Discussion	Decision/Action	Timeframe	Responsibility
3.1 Strategic plan	<p>Strategy notes tabled from 07/03 meeting</p> <p>The board noted and acknowledged the work completed in the externally facilitated strategy session on 7/03.</p>	<p>The board to make the following considerations individually and distribute by 31/03</p> <ul style="list-style-type: none"> - any other problems that need to be addressed - which objectives are the most relevant under each focus area? Why? - are there any other objectives that we should be considering? - which outcomes are the most relevant under each focus area? Why? 	31/03/22	All
3.2 Swimmer recognition & financial support	AP tabled policy 102 for review. Likely to be a number of overseas representations from Wellingtonians at pinnacle meets this year as borders open up, including some representations for other national teams	Policy committee to review these policies and make recommendations prior to the next BM	26/04/22	CB/BB/AP
4 Management report	Discussion	Decision/Action	Timeframe	Responsibility
4.1 Management report	<p>Tabled. The Trygve Cup has begun and there is hope it will be the start of a cup that will be traditionally competed for in Wellington.</p> <p>Website revamp well underway with the help of SNZ</p>			

4.2 Swimmer costs survey	Still outstanding responses from clubs	AP to highlight to the board which clubs are yet to return their survey results	16/03/22	AP
5 Matter for Approval - consent	Discussion	Decision/Action	Timeframe	Responsibility
5.1 Financial report and Payments	NT presented the 6 weekly financial report Outstanding funds that will be used up in the next 2-3 months include the website revamp and coach training	The Board: <ul style="list-style-type: none"> • approved the March financial report 		NT/AP
5.2 Funding applications	Funding applications tabled with: <ul style="list-style-type: none"> • NZCT • One Foundation • Eastern Suburbs 	The Board approved the funding applications tabled		
5.3 Transfers and records	The transfers and records were tabled.	The Board approved the records and transfers presented.	N/A	
6 Other business	Discussion	Decision/Action	Timeframe	Responsibility
7.1 In-committee items	N/A			
8.2 Any other business	N/A			
7 Meeting Close	Discussion	Decision/Action	Timeframe	Responsibility
7.1 Meeting Evaluation	Great to have Jacqui Forsythe at the meeting	AP and NT to follow up on Officials support	Ongoing	AP/NT
7.2 Future Meeting Dates	Tuesday 15 th March, 17:30 at KPMG offices or Microsoft Teams			
Meeting Closed:	Meeting closed at 7.36pm			

Being a true and correct record of the meeting held -

Date – 26/04/22