

Our Vision – Our community empowered through a lifelong love of swimming.

**Minutes of the Swimming Wellington Board Meeting
Tuesday, 1 August 2023, 5.30pm @ Online**

Board members attending

Mike Heath (MH)
Istvan Csorogi (IC)
Tessa Sefton (TS)

Nathan Thomas (NT)
Kate McDonald (KM)

In Attendance

Angus Pashley (AP), Executive Officer

Agenda Item	Discussion	Decision/Action	Timeframe	Responsibility
1 Meeting Opening, February Minutes				
1.1 Agenda confirmation	The Board confirmed the agenda.	Agenda confirmed		NT
1.2 Apologies	Chris Birkinshaw and was noted as an apology.	The Board noted the apologies.		AP
1.3 Director Conflict of Interest – new/changed disclosures	There were no updated conflicts.		Ongoing	AP
1.4 Meeting minutes confirmation	The Board considered the minutes of the previous 2 meetings. No changes were required.	MH moved, IC seconded.	N/A	AP/NT/KM
2 Management Update, Environmental Scan & Actions				
2.1 Management report	AP presented the management report to the Board.	The Board noted the management report.	June	AP
2.2 Review of action items	AP updated the Board on the status of open action items.	The Board noted the list of action items.	Next Board meeting	AP/NT/KM
3 Events update				
3.1 Short Course Champs Report	AP presented the Short Course Champs Report. Attendees were happy with the process for visitor medals. The main challenge of the event was the capacity limitations at Coastlands, meaning no spectators were able to attend.	The Board noted the report. Action: AP and Louise to seek feedback from people who did not attend on why they did not attend.	N/A	AP
3.2 Tier 1 Meet 2 Report	AP presented the Tier 1 Meet 2 report. The main challenge for this meet was the timing, as it fell in the	The Board noted the report.	N/A	AP

	middle of school holidays and shortly after shortly after Short Course Champs.			
3.3 Records	Records for April were tabled	The Board approved the records.	N/A	All
4 Committee Updates				
4.1 Events Committee Recommendations – Tier 2 Allocations	AP gave the Board an overview of Tier 2 allocations process. This will be discussed further at the next Events Committee meeting in August.	The Board noted this process. Action: EOI to go out to clubs for Tier 2 allocations.	August	AP/LT/MH/KM
5 Strategic Priorities				
5.1 Connection and participation <ul style="list-style-type: none"> LTS engagement Community Facilities Plan 	NT gave the Board an overview of the meeting with Matt Kilgour at WCC. Future ideas to progress this include member survey to clubs asking about their needs in linking with LTS, and potential surveys to schools. AP and NT showed the Board the WCC Community Facilities Plan.	The Board noted these items. Action: add “Environmental Scan” to the agenda for next board meeting. Action: add a question on Board Liaison roles to the AGM.	Ongoing	AP/NT
5.2 Performance <ul style="list-style-type: none"> Swimmer and Official subsidies, World Junior Champs – Israel 	The Board considered scope to provide funding for 1 official travelling to World Junior Champs.	Board approved funding for 1 official travelling to World Junior Champs.	Ongoing	AP
5.3 Capability and resources <ul style="list-style-type: none"> Naenae project wish list Board recruitment and AGM timeline 	The Board discussed work to date on Naenae pool, and what would be needed from this facility to support swimmers. AP provided an update on Board recruitment and the AGM timeline.	The Board noted these two items. Action: NT or MH to be invited to Naenae August meeting at Trentham Action: consider opening swimming event for Naenae.	Ongoing	AP/NT
6 Finances				
6.1 Financial report and Payments	AP advised that due to unforeseen circumstances, financial reports and payments would be circulated and approved via email after the meeting.	The Board agreed that the year end accounts, financial reports and payments would be circulated and approved via email after the meeting.	August	AP/DC/IC

		Action to circulate financial reports, payments, and year end accounts by emails.		
6.2 Transactions for approval	The Board noted that transactions were to be circulated via email after the meeting.	Board to note and ratify transactions via email. AP to ask DC if there's any better way to manage transactions and payments.	August	IC
6.3 Funding applications	Funding applications tabled with: <ul style="list-style-type: none"> • Pelorus Trust 	To approve by NT and IC via email.	August	AP/NT/IC
7 Other Business & Meeting Close				
7.1 Any other business	AP on leave between 28 August – 4 th September		N/A	
7.2 Next meeting date	Tuesday 11 th September, 17:30 at KPMG offices or Microsoft Teams	Revise next meeting to be just focussed on the AGM.	Next Board meeting	AP/NT
Meeting Closed:	Meeting closed at 7.35pm		N/A	



Being a true and correct record of the meeting held -

Date – 17/10/2023