

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

**Minutes of the Swimming Wellington Board Meeting
Tuesday, 17 October 2023, 5.30pm @ KPMG**

Board members attending

Mike Heath (MH)
Istvan Csorogi (IC)
Nicole Chelmis (NC)

Nathan Thomas (NT)
Kate McDonald (KM)
Marty Robinson (MR)

In Attendance

Angus Pashley (AP), Executive Officer
Deane Carson (DC),

Agenda Item	Discussion	Decision/Action	Timeframe	Responsibility
1 Meeting Opening				
1.1 Agenda confirmation		Agenda confirmed	N/A	NT
1.2 Apologies	No apologies were given.	The Board noted the apologies.		AP
1.3 Introductions, Board terms & charter, club info & liaisons	AP and NT presented the proposed club allocation.	The Board agreed the club allocation, and to reach out to clubs to attend AGMs or key events in the near future.	Ongoing	AP
1.4 Director Conflict of Interest – new/changed disclosures	The new Board members registered their conflicts of interest. The other Board members noted any changes.	The interest register was updated.	N/A	AP
1.5 Election of Chair, Deputy Chair and Treasurer	The Board collectively nominated NT as Chair for the next term of the Board. NT nominated MH as Deputy Chair for this term of the Board. NT noted IC's work as Treasurer over the past year, and nominated him to continue in the role.	The Board approved : - Nathan Thomas as Chair - Mike Heath as Deputy Chair - Istvan Csorogi as Treasurer		
1.6 Meeting minutes confirmation (1/8/2023)	Meeting notes from Board meeting 1/8/2023 were considered by the Board.	The Board confirmed these minutes.		
2 Finances				

2.1 Financial report and Payments	DC presented the financial reports and payments. DC requested one additional Westpac authoriser and administrator. MH put himself forward as this additional authoriser.	The Board noted the financial report and payments. The Board agreed MH be the additional Westpac authoriser.		DC/AP/IC
2.2 Funding applications	Funding applications <ul style="list-style-type: none"> - Lion Foundation - Pelorus - One Foundation 	The Board noted the funding applications.		AP
3. Management Update, Environmental Scan & Actions				
3.1 Management report	AP presented the management report to the Board. The Board discussed changing trends in swimmer numbers and changing meet management software.	The Board noted the management report.	June	AP
3.2 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
3.3 Events review	AP presented the event reports for Distance Champs, Junior Champs, and Relays.	The Board noted the event reports	N/A	AP
3.4 GM goals and objectives update	The Board considered this item in Board only time at the end of the meeting.	The Board considered this item.		NT
3.5 Transfers & Records	AP presented the transfers and records. Lewis Clareburt's transfer to Club 37 was added to the document.	Board noted the transfers and records.		
4. Committee Updates				
4.1 Events Committee 4.1.1 Membership review 4.1.2 Tier 1 & 2 dates	AP presented an update on the Events Committee KM to step back from the Events Committee, and MH to take over engagement with this committee. AP noted that Tier 1 & 2 date allocations were progressing as expected, and will be presented at the next Board meeting.	The Board noted the update.	August	AP/MH

<p>4.2 Awards Committee 4.2.1 Membership review 4.2.2 Timeline - service and swimmer/coaches</p>	<p>The Board were made aware that no nominees had been received for the Awards Committee. As an interim measure, it was proposed that a Board member sit on the committee. MR put his name forward.</p>	<p>The Board agreed MR sit on the Awards Committee for the moment.</p>		<p>AP</p>
<p>5. Strategic Priorities</p>				
<p>5.1 Connection and participation 5.1.1 Swimming NZ Workshop 5.1.2 Member Meeting Schedule</p>	<p>NT and AP attended the Swimming NZ workshop on the future of swimming governance, and gave overview to the Board. AP gave an update on the proposed member meeting schedules. The next one is scheduled for 15 November, and will cover swimmer pathways and an update on the future of governance sessions.</p>	<p>The Board noted these items and agreed topics for next members meeting.</p>	<p>Ongoing</p>	<p>AP/NT</p>
<p>5.2 Performance 5.2.1 AGM Review and Minutes</p>	<p>NT ran the Board through a review of the proceedings at the AGM. Key actions for next AGM were identified as having a specific AGM-preparation Board meeting pre the AGM to go through the run-sheet, and creating a clear action list leading up to the AGM. The Board also discussed whether constitutional change would be useful to clarify voting procedure, but noted that Swimming NZ recommended that no constitutional changes are made before the Incorporated Societies Act 2022 changes come into force.</p>	<p>The Board noted these items.</p>	<p>Ongoing</p>	<p>AP</p>
<p>5.3 Capability and resources 5.3.1 Policy committee review 5.3.2 Issues Resolution committee 5.3.3 Incorporated Societies Act</p>	<p>NT and AP requested that two members of the Board volunteer for the Policy Committee, and two for the Issues Resolution Committee. KM and NC volunteered for the Policy Committee, and MR and MH volunteered for the Issues Resolution Committee.</p>	<p>The Board agreed the Board member allocation to the committees.</p>	<p>Ongoing</p>	<p>AP/NT</p>

	NT also requested that one person take the lead on the Incorporated Societies Act 2022. NC volunteered for this.			
6 Other Business & Meeting Close				
6.1 Any other business	None noted		N/A	
6.2 Next meeting date	Tuesday 5 th December			AP/NT
Meeting Closed:	Meeting closed at 8.02pm		N/A	

Being a true and correct record of the meeting held -



Date – 12/12/2023