

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

**Minutes of the Swimming Wellington Board Meeting  
Tuesday 11 December 2023, 5.00pm @ 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
<b>1 Meeting Opening</b>				
1.1 Agenda confirmation		Agenda confirmed	N/A	NT
1.2 Apologies	No apologies were given.	The Board <b>noted</b> the apologies.	N/A	AP
1.4 Director Conflict of Interest – new/changed disclosures	No new or changed conflicts of interests were raised by the Board.	The interest register was updated.	N/A	AP
1.6 Meeting minutes confirmation (12/10/2023)	Meeting notes from Board meeting 12/10/2023 were considered by the Board.	The Board <b>confirmed</b> these minutes.	N/A	
<b>2 Finances</b>				
2.1 Financial report and Payments	DC presented the financial reports and payments. The Board noted a difference in expected versus actuals for revenue, which is partly to do with timing of meets.	The Board <b>noted</b> the financial report and payments.  Action: DC to adjust the Budget to remove/adjust the competitor increase assumptions to better reflect year to date.  Action: DC/AP to include budget versus actuals in meet reports.	Next Board meeting	DC/AP/IC

		Action: MH to become Westpac authoriser (outstanding from previous meeting)  Action: DC to email transaction report to Board for noting.		
2.2 Funding applications	AP tabled two funding applications:  - Pub Charity - Pelorus Trust	The Board <b>noted</b> the funding applications, IC and NT to <b>approve</b> digitally.	December 2023	AP/NT/IC
<b>3. Management Update, Environmental Scan &amp; Actions</b>				
3.1 Review of action items	AP updated the Board on the status of open action items.	The Board <b>noted</b> the action items.	Next Board meeting	AP
3.2 Management report	AP presented the management report to the Board.	The Board <b>noted</b> the management report.	Ongoing	AP/NT
3.3 Long Course Champs Review	AP presented the event reports for the Long Course Champs. The Board discussed positive feedback on the use of cameras for livestreaming at this event.	The Board <b>noted</b> the event reports	N/A	AP
3.5 Transfers & Records	AP presented the transfers and records.	The Board <b>ratified</b> the transfers and records.	N/A	
<b>4. Committee Updates</b>				
4.1 Events Committee	MH presented notes from the November events committee meeting. The group want to focus on recruitment of officials in the region.	The Board <b>noted</b> the update.  Action: think about fundraising for Carterton club  Action: add the updated SNZ “officials pathway” to the agenda for the next members meeting.	Next Board/Events Committee meeting	AP/MH

4.1.1 Policy Committee	<p>KM and NC gave an update on the policy review process. The discussion mainly focussed on the member protection policy, and how this has been used in recent years.</p> <p>NC developing one pager of guidance on policy development to support this process.</p>	<p>Action: KM and NC to present member protection scenarios at next Board meeting.</p> <p>Action: KM to email Chris</p>	Next Board Meeting	KM/NC
<b>5. Strategic Priorities</b>				
<p>5.1 Connection and participation</p> <p>5.1.1 Swimming NZ Workshop</p> <p>5.1.2 Coach forums and regional squads for 2024</p>	<p>AP presented on the coach forums, including the development of regional squads in 2024.</p> <p>NT presented on the Swimming NZ workshop.</p>	<p>The Board <b>agreed</b> budget to support regional squads.</p> <p>Action: NT to ask for membership feedback on proposals, and send to SNZ.</p>	Ongoing	AP/NT
<p>5.2 Performance</p> <p>5.2.1 Doha 2024 World Championships</p> <p>5.2.2 Wellingtonians in Australia</p>	<p>AP tabled three applications to subsidise travel costs, along with an overview of Wellington swimmers competing in Australia.</p>	<p>The Board <b>approved</b> the three subsidy applications. Board <b>noted</b> the other items.</p>	Ongoing	AP
<p>5.3 Capability and resources</p> <p>5.3.1 Half price memberships for 2024</p> <p>5.3.2 Naenae pool updates</p> <p>5.3.3 Incorporated Societies Act review</p>	<p>ISA review is still to get underway.</p> <p>AP presented the idea of pro-rata memberships for the half year, and the Board asked AP to provide more information on costs and how these would work in practice.</p>	<p>The Board will consider pro-rata memberships via email after the meeting.</p> <p>Action: AP to test idea with largest clubs, and present Board with best option for approval.</p> <p>Action: AP to check in with SNZ on leadership of the ISA work programme.</p>	Ongoing	AP
<b>6 Other Business &amp; Meeting Close</b>				
6.1 Any other business			N/A	
6.2 Next meeting date	<a href="#">30 Jan 2024</a>			AP/NT
<b>Meeting Closed:</b>	Meeting closed at 7.05pm		N/A	

A handwritten signature in black ink, appearing to read 'Arno'.

Being a true and correct record of the meeting held -

Date – 30/01/2024