Date: 17 October 2022 Time: 7.37pm Chair: Theresa Manning Venue: ZOOM platform Invitees: Committee – Theresa Manning (President/Secretary), Melissa Wilson (Vice President), Louise Baker (Treasurer) Guests – Nil Observers – Nil

Apologies: Helen Cushing (Technical Chair)

Item No.	Discussion Item	Details	Actions/Outcomes
1.	Meeting Open	7.37pm	
2.	Present/Apologies	As Above	
3.	Receipt & Adoption of Previous Minutes	Minutes of the previous meeting were tabled, Motion "that the minutes be accepted" Moved Theresa Manning, Seconded Louise Baker	CARRIED
4.	Business Arising	NQ Champs - Survey has just gone out	
5.	Correspondence	Incoming	
6.	Financial Report	Louise Baker informed the committee of the following: Investment Account: \$75,428.08 (75,428.00 in term deposit) Working Account \$23,709.65 Louise Baker advised: o/s invoices to be paid	

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	 Relay Shirts invoice Herbert River invoice for NQ levy Mackay Regional Council had paid \$7,500 funds for the Duel in the Pool. \$1,800 to come with feedback form as final portion of Council acquittal process Registrations slowly coming through now and is the main reason for increase in the working account Motion "That the financial report be accepted as true and correct"	
	Moved: Louise Baker Seconded: Helen Cushing	CARRIED
7. Registrar Report	Louise Baker advise the committee:	
	As per the tabled report there are memberships now starting to come through. Numbers are down yr on yr by 8%.	
	Motion "That the report be accepted as true and correct" Moved: Louise Baker Seconded: Theresa Manning	CARRIED
8. Race Secretary Report/Records	Theresa Manning advised the committee: No report to present	
9. Technical Sub-committee Report	Helen Cushing informed the committee of the following: Recruitment update 1 person recruited at the Pioneer Meet & will also be available for GBR Suggest keep posting in the SNQ newsletter "Help Wanted" Online process most officials are using the new system except for a few make a modification to the form with additional question - Do you need accommodation Y/N Theresa Manning advised the committee that she had had a meeting with Alan Johnston at the Pioneer Meet to address a few items with the following outcome: Alan Johnston to do up a role description of the Chief Referee as SNQ management have never had a written copy of the role description for the region. The Chief Referee has the overriding rights to send out correspondence or delegate via themselves to clubs in the lead up to club meets and officials The online form discussion - No initial consultation Too repetitive on data request why break what wasn't broken. Theresa Manning committed to minimise the form set up to become similar to what SQ puts out. Helen Cushing can then send Alan Johnston the link and he can send the form out and once the deadline date that officials need to respond comes around Helen Cushing is then to send the spreadsheet to Alan Johnston. Theresa Manning also committed to take the technical chair email off and replace it with the Chief Referee's email so that each time an official completes the online form the Chief Referee will receive a confirmation email of the form being completed.	

		- Alan Johnston agreed to trail this new version	
		Moved: Helen Cushing Seconded: Theresa Manning	CARRIED
I I	Athlete & Coach Development Report	 Achievers Squad Activity EOI's have gone out to swimmers and coaches Venues at all 3 locations are booked and Pioneer, Gardens and Richmond clubs are doing the sausage sizzle at the end of the activities Richmond Clinic - Theresa Manning approached Maria Sieben to attend but Maria is unavailable. Barry Prime suggested Lloyd Lucey - ex Tourists. Theresa Manning called Lloyd Lucey to discuss the activity. Theresa Manning also called Pat Wright to discuss the proposal to send Lloyd out to Richmond and she agreed. Theresa Manning then called Barry Prime to confirm SNQ approve of the sending Lloyd Lucey to Richmond. State Relay Team EOI's have gone out to swimmers. EOI's have gone out for Team Managers EOI's have gone out for Coaches 	
		Motion "That the Athlete & Coach Development update be accepted as true and correct" Moved: Theresa Manning Seconded: Helen Cushing	CARRIED
11. G	Grants Report	Sue Jamieson is currently working on the following:	
12. G	General Business	12.1 – Formation of a new club Theresa Manning moved to accept Reef Warriors Swim Club as an additional club to the region. Motion "That the Reef Warriors Swim Club be formed and become an additional club to the SNQ region" Moved: Theresa Manning Seconded: Louise Baker 12.2 - NQ Champs Theresa Manning has recently sent the survey out to members 12.3 - General Meeting Agenda Items - nil 12.4 - Hughenden Swimming Club Melissa Wilson advised the committee that the Hughenden Swimming Club have started the process of activating the club again for this season 12.5 - Julia Creek Swimming Club Theresa Manning advised the committee that the Julia Creek Swimming Club are looking at starting the process of activating the club again for this season	
13. N	Next Meeting	TBC	

14.	Meeting Closed	8.56pm	