

Swimming North Queensland – Management committee Meeting

Date: 17th January 2023

Time: 7.45pm

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	7.45pm	
2.	Present/Apologies	<ul style="list-style-type: none"> ● 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	<ul style="list-style-type: none"> ● Nil 	
5.	Correspondence	<p>Incoming</p> <ul style="list-style-type: none"> ◆ Email - EPD - Club attendance ◆ Email - Townsville Sports House - confirmation of requested date for EPD ◆ Email - Pioneer Swim Club - requesting clarity on management minutes ◆ Email - NQ Champs draft flyer <p>Outgoing</p> <ul style="list-style-type: none"> ◆ Email - EPD - Session 1 and 2 notices ◆ Email - Townsville Sports House - request to book conference room for EPD ◆ Email - Pioneer Swim Club - advice back to club that management minutes are to be made available to club members with the exception of closed management meetings ◆ Email- SNQ Clubs - December newsletter 	
6.	Financial Report	<p>Louise Baker informed the committee of the following:</p> <ul style="list-style-type: none"> ● Investment Account: \$75,756.00 (75,428.00 in term deposit) ● Working Account \$23,943.42 <p>Louise Baker advised :</p> <ul style="list-style-type: none"> - o/s invoices to be paid <ul style="list-style-type: none"> – Sport & Rec hire for storage – Alan Johnston reimbursement - 2 way radios - Clubs that are yet to pay surcharge invoices <ul style="list-style-type: none"> - Bowen, Herbert River, Mirani and Whitsunday 	

		<p>Motion <i>“That the financial report be accepted as true and correct”</i> Moved: Louise Baker Seconced: Helen Cushing</p>	CARRIED
7.	Registrar Report	<p>Louise Baker advise the committee: As per the tabled report the region has 1,497 members which is down by 3.6% for January.</p> <p>Motion <i>“That the report be accepted as true and correct”</i> Moved: Louise Baker Seconced: Helen Cushing</p>	CARRIED
8.	Race Secretary Report/Records	<p>Theresa Manning tabled the updated records list for ratification.</p> <p>Motion <i>“That the records report be accepted as true and correct”</i> Moved: Theresa Manning Seconced: Helen Cushing</p>	CARRIED
9.	Technical Sub-committee Report	<p>Helen Cushing advised the committee:</p> <ul style="list-style-type: none"> • Reconsider Brothers/Marani meets on the same weekend - Marani is growing each year and this is causing an effect on sourcing referees to attend. • Acknowledgement to Trevor Williams on his appointment as a FINA starter. 	
10.	Athlete & Coach Development Report	<p>Theresa Manning advised of the following activities since the last management meeting:</p> <ul style="list-style-type: none"> • State Relay Team <ul style="list-style-type: none"> - Performed well with the 15 & O boys bringing home a medal <p>Motion <i>“That the Athlete & Coach Development update be accepted as true and correct”</i> Moved: Theresa Manning Seconced: Louise Baker</p>	CARRIED
11.	Grants Report	<p>Theresa Manning informed the committee of the following:</p> <ul style="list-style-type: none"> • Sue Jamieson is still currently working on a number of items 	
12.	General Business	<p>12.1 –NQ Champs Flyer</p> <ul style="list-style-type: none"> - Events 9 - 10 amend to note these events are “Combined Age Award” to eliminate confusion on awards. <p>Theresa Manning moved that once the noted changes have been made the flyer is approved and can be forwarded on the the SNQ Chief Referee for their review.</p> <p>12.2 - Executive Planning Day</p> <ul style="list-style-type: none"> - Notices to clubs have been emailed out - Theresa Manning confirmed that the conference room at the Sports House has been booked - Louise Baker to organise lunch 	

		<ul style="list-style-type: none"> - Judy Hicks and Theresa Manning to commence working on Session 2 Agenda and send to Management for next meeting in February - Zoom invite for members outside 120km radius <p>12.3 - NQ Champs</p> <ul style="list-style-type: none"> - Theresa Manning to order Age Champs towels - Technical Officials gifts to be decided - Order 40 chairs - Order 6 tables - Flagging to be arranged - Theresa Manning to email Gardens re catering and AOE Setup - 	
13.	Next Meeting	7th February 2023	
14.	Meeting Closed	8.42pm	