

**November 2019 MINUTES - REGULAR MEETING OF THE COMMITTEE OF  
Annette Kellerman Aquatic Centre Swimming Club  
INC 9896631**



**Held on 16<sup>th</sup> November 2019**

Meeting held at Annette Kellerman Aquatic Centre

**Present** Denis Barlin, Mark Bull, Louise Brown, Patrick Harrington, Sarah Cleary, Phil Crakanthorp

**Apologies** Craig Mahoney, John Faulder

ITEM	Details and resolution	ACTION
<b>1</b>	<b>WELCOME AND APOLOGIES</b> The meeting was declared open by DB at 9.28am on 16/11/19. Apologies were noted.	
<b>2</b>	<b>MINUTES from May 2019 meeting</b> Minutes of the meeting May 2019 meeting were accepted by MB, seconded by DB, as a true and correct record	
<b>3</b>	<b>BUSINESS ARISING</b>	
<b>3.1</b>	<b>Membership Update:</b> we have 55 registered members, 1 payment still pending. This is an increase of 11 swimmers over 18/19 season. Income from memberships is \$7070. Swimming NSW/Area fees are \$4139. Club income is \$2931. 32 members used Active Kids vouchers (\$100). Club receives full payment and will be invoices by Swimming NSW at a later date for fees. This will be approx. \$2400.  <b>ACTION: LB to send active kids payment info to SC. LB to add SC in admin role to Swim Central. MB to follow up on co-payment from new member.</b>	Duty: LB Action: ongoing By: ongoing Status: open
<b>3.2</b>	<b>Uniform 19/20 season:</b> google form response was helpful for allocation of uniform. A few members still to follow up re request for shirt/singlet. Total cost for season is approx. \$1650. Most sizes in stock (\$1200). Order for stock not in size to be placed on 18/11 with Delfina. Approx 3 weeks for delivery. An additional 1 x size per shirt will also be ordered. Delfina have offered credit of \$250 for compensation for stock of small sizes. Total order of approx. 15 shirts @\$25/shirt (\$375-\$250 credit). Committee agreed to change supplier/shirt design for 20/21 season. Uniform to be distributed at Dec 19 race night.  <b>ACTION: LB to place order for shirts on 18/11. Distribution of shirts at Dec club race night</b>	Duty: LB Action: place order, distribute shirts By: end Dec Status: open
<b>3.3</b>	<b>Club 18/19 Presentation:</b> to be held on 24 <sup>th</sup> November at Marrickville Golf Club – from 11am. Google form invite. Thanks to SC for flyer design and printing. Current numbers: 72 total (32 parents, 34 swimmers, 4 children, 2 coaches).	Duty: LB/JF/MB Action: finalise booking, trophies,

	<p>Total cost (\$25/person) = \$1800. Income to be received \$900. Club payment expected of \$900. Invitations sent to coaches. MB to give presentation of achievements for 18/19 season.</p> <p><b>ACTION: LB to confirm numbers with golf club on 18/11. LB to take medals for presentation. MB to organise certificates. Help request to laminate certificates. Trophies (see item 35).</b></p>	<p>medals, certificates By: 24 Nov Status: open</p>
3.4	<p><b>Trophy cabinet:</b> Trophy cabinet purchased for \$844. Delivered on 15/11 and requires assembly. Long term to add club design on back wall of cabinet and add lighting.</p> <p><b>ACTION: DB and PC to assemble on 23/11</b></p>	<p>Duty: DB/PC Action: assemble By: 23/11 Status: open</p>
3.5	<p><b>Club Trophies:</b> Trophies for the 2018/19 season have been sent to the engravers &amp; this invoice of \$211.20 has been paid. Thank you to JF for his help with trophies and for organising medals earlier in the year.</p>	<p>Duty: JF Action: none By: 24/11 Status: closed</p>
3.6	<p><b>Club Finances:</b> SC presented overview of club finances (see Attachment 1). Account balance is ~ \$13,000. Recent income includes AKAC Spring into summer meet (income - \$3836, costs \$1090, profit \$2224). Other payments owing include presentation event (see 3.3), uniform order (see 3.2), swimming nsw/area fees (see 3.1). It is anticipated that balance will remain above \$8K.</p>	<p>Duty: SC Action: none By: 16/11 Status: closed</p>
3.7	<p><b>Sponsorship:</b> MB has put together a sponsorship package option for the upcoming year and will distribute. It is a tiered system and aligns with strategic priorities of the club and inner west grant programs (including s'ship for multi-class swimmers and national age reps) DB has reached out to potential sponsors and we have some interest. Moving forward we will be looking towards sponsors and grants to help continue to grow the offerings of the club.</p> <p><b>ACTION: MB to distribute sponsorship package for comment</b></p>	<p>Duty: MB Action: distribute package By: Dec Status: open</p>
4	<b>BUSINESS - NEW</b>	
4.1	<p><b>Technical official training:</b> Congratulations John Faulder on successfully completing the Chief timekeeping qualification. We also have had 6 other people complete their theory component of their technical official qualification on 9/11. Thanks to MB for organising the evening. The next step is to become a financial member of AKAC SC, complete WWCC, &amp; complete an assessment at a SNSW meet. We will be hosting another technical official training evening in near future. MB indicated interest to obtain referee qualification so times from in-house meets can be approved as official.</p>	<p>Duty: MB By: ongoing Status: open</p>

4.2	<p><b>SNSW upgrade</b> – Committee agreed to purchase the SNSW club package onto MB's membership with SNSW to pay for a program for all SNSW Meets. The cost is \$79.</p> <p><b>ACTION: MB to make purchase</b></p>	<p>Duty: MB By: end-Nov Status: open</p>
4.3	<p><b>National Age:</b> MB reported that the club now officially has its first male National age qualifier &amp; a few more athletes likely to qualify in coming months. MB will be attending National Age (April 2020, Perth). Committee agreed to support travel costs for MB (coaches flights and accommodation) and organise purchase of club uniforms etc. Travel grant to be provided to swimmers (amounts to be discussed at future meeting). Sponsorship packages may help with costs for national age team. Uniform would be presented at club night prior to National Age.</p> <p><b>ACTION: MB to purchase flight and accommodation for self.</b></p>	<p>Duty: MB/SC By: April Status: open</p>
4.4	<p><b>State cap purchase:</b> committee agreed to organise for purchase of state rep caps for swimmers. Purchase of 50 caps from Delfina with sky blue background (or dark blue).</p> <p><b>ACTION: LB to purchase caps with shirt order on 18/11.</b></p>	<p>Duty: LB By: end-Nov Status: open</p>
4.5	<p><b>Assistant coach support:</b> MB discussed plans for assistant coach (Darcy) for 2020. Club agreed, in principal, to support travel costs for coach and assistant coach/s to attend meets; or other means of compensation. Remains open for discussion at future meetings.</p>	<p>Duty: committee By: ongoing Status: open</p>
4.6	<p><b>State Age and Metro champs – accommodation:</b> discussion on potentially obtaining a hotel room near SOPAC for weekend where swimmers &amp; parents can go to sit in rather than driving all the way home in between events. Thoughts included: depends on programming and how many could be affected. May consider in future.</p>	<p>Duty: committee By: ongoing Status: open</p>
4.7	<p><b>Laptop purchase for club:</b> MB reported that the club's laptop was purchased second hand in early 2014 and is in urgent need of replacing. DB has kindly offered to assist with the purchase of a laptop for the club.</p>	<p>Duty: DB By: end Dec Status: open</p>
4.8	<p><b>Club signage:</b> MB to ask council &amp; Belgravia to support the club displaying a banner or signage of some description on one of the walls within the centre (likely orange panel near tiered stand). Banner to promote club and to include club website and facebook. Cannot show sponsors on signage. Suggested to contact T Schneider who has connections with</p>	<p>Duty: MB By: end-Dec Status: open</p>

4.9	<p>printing. MB to mockup a design.</p> <p><b>Starting system – repairs:</b> JF expressed interest to have the starting system looked at for assessment. It is unclear what the problem is with the system. Committee in favour of JF taking system to obtain a quote for repairs. However, no budget is available (at present) to pay for an assessment of possible repairs.</p>	<p>Duty: JF By: end-Dec Status: open</p>
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MEMBERS OF THE COMMITTEE		
Member	Abbreviation	Position
Denis Barlin	DB	President
Louise Brown	LB	Secretary
Sarah Cleary	SC	Treasurer
Mark Bull	MB	Race Secretary/Head Coach
Patrick Harrington	PH	Public Officer
John Faulder	JF	General Committee
Craig Mahoney	CM	General Committee
Phillip Crakanthorp	PC	General Committee

There being no other business, the meeting closed at 10.28am.

Signed by the Secretary of the Association




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**Louise J Brown**