



CAPITAL SWIM CLUB

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MINUTES OF THE CAPITAL SWIM CLUB

HELD AT REFRESH PHYSIO,

ON 24th OF AUGUST

1. Present

- Catherine Millar, Nathan Masters, Joe O'Callaghan (Deputy Chair), Matt Titcombe (Chair)
Mike Heath
- Meeting started at 7.25pm. Nathan confirmed and agreed to take the minutes.

2. Apologies

- Nil

3. Minutes from prior Board meeting approved

Minutes approved – Matt T and Mike H – July 27th

Minutes approved – Joe O'C and Mike H – August 11th

Agenda

4. Head Coach Update

Level 2 has been going well all things considering. Brandon and Andre operating OK out of WRAC and adhering to WRAC procedures and standards re COVID-19. Freyberg going OK also.

HC shared that WRAC have overcharged regarding lane hireage post lockdown

- Action – Joe to follow up WRAC / Trish

Health & Safety

- Gary to remind coaches the important of contact tracing each session

Short Course Nationals

- Andre doing a good job. Gary yet to book flights but will stay at Massey with Andre and swimmers

5. Financial Reports

- Financial accounts and audited accounts have been shared to the Board in preparation for upcoming AGM
- Swimming NZ's current agreement expires in September. Awaiting confirmation from Swimming rethinking post September 2020

Health & Safety

- Ensure coaches are documenting swimmers that attend for contact tracing purposes.
 - o Action – Gary to remind chase coaches re completing contact tracing documents
- Ensure that visiting swimmers are being noted and contact traced.
- Is Nikki Chapman a member or paying fees currently as she has been swimming with the Senior Squad
 - o Action – Joe to query it with Sharon & Head Coach

SGM

- Intent of SGM is to get approval from members that they are comfortable ratifying that the board has the powers to make decisions as it has been operating in an ultra vires mode since 2019 AGM.
 - o Action – Matt T to send copies of all minutes post 2019 AGM to Mike H for him to prepare for SGM
 - o Action – Joe to write communication to members reminding them of SGM which will include link to minutes on website
 - o Action – Joe to inform Sharon to invoice Dee, Matteo, Geoff and Michelle regarding being paid members before SGM

In Committee – 8.36pm

Out of Committee – 9.46pm

AGM

- Will be a new note going out regarding new date for AGM – need to give 28 days' notice.
 - o Action - Joe to push out message no later than the Tuesday the 1st of September
 - o Action – Joe to share / publish the minutes of the AGM 2019

Next Board Meeting – Monday the 7th of September

Meeting Ended – 10.03pm