

## **Chairperson's Report to the Annual General Meeting of the Capital Swim Club Incorporated held at the Evans Bay Yacht Club, 13 October 2020 at 7.30pm**

Kia ora tātou katoa

On behalf of the Directors of the Board of the Capital Swim Club I would like to welcome to you this year's Annual General Meeting (AGM) and provide you with the Chairperson's Annual Report for today's AGM to be held on 13 October 2020.

Like previous AGMs, this meeting will be held face to face in the rooms of the Evans Bay Yacht Club. Before I begin, I'd like to present the current Directors of the Board:

- Joe O'Callaghan, Deputy Chair (appointed)
- Nathan Masters (co-opted)
- Catherine Millar (appointed)
- Mike Heath (co-opted).

### **Introduction**

The 2019/20 season at the Capital Swim Club faced many challenging and volatile times that saw its very values of; *respect, courage, determination, fairness, achievement, fun and team spirit* being tested beyond resolve. This report will cover what we as a Board did to ensure the sustainability of the club, while ensuring our club's core values were upheld.

### **Our Approach**

Building on the work started by previous Boards, this Board set about initially prioritising what needed to be progressed strategically. This included reviewing the current club's structure (to ensure long term sustainability), revising the Club's Constitution (for the purpose of relevance), and improving the club's culture (retention and attraction of members and key stakeholders).

The key people we worked with or called on throughout the season included; our members, our coaches, our community, our stakeholders (Wellington City Council, Swimming Wellington, Swimming NZ, a range of Grant Providers), and subject matter experts.

### **Our Journey**

As a Board we changed Chairs twice, with myself at the Club's helm for the past 11 months. In addition, we started with a Board of 8 that eventually became a Board of 5. As a Board we met 20 times to initially progress the Club's existing strategic plan. Each Director of the Board averaged a total of about 600 voluntary hours that included; one-on-one meetings, virtual meetings, phone calls and/or email/printed communications with each other, our members, our coaches, our community, our stakeholders, and subject matter experts.

As an operating Board of 5, according to our current Club's Constitution, we were operating in *ultra vires*. Further investigation found that previous Boards from August 2018 had also been operating in *ultra vires*. Therefore a Special General Meeting was called to ratify all decisions made by all Boards from August 2018. This date was the last time a Board had not operated *ultra vires*. This Special General Meeting took place on 30 August 2020 where all attending and eligible members were asked to vote and ratify all Board decisions that had been made from August 2018.

## **Our Achievements**

### Our members

Following on from their World performances last year; **Lewis Clareburt** won the Open Age Group 400IM at 2019 McDonald's Queensland Championships in Brisbane. **Chelsey Edwards** broke two NZ age group records for 50m and 200m freestyle at Wellington Long Course Championships. **Sam Brown** recently broke the 16-year-old age group NZ record for 400IM at Wellington Short Course. We also had a number of teams perform respectively at the McDonald's Queensland Championships, the Swim Wellington Junior Championships, the Otago Long Course Championships, and the Wellington Long Course Championships. A number of Capital swimmers were named in the 2020 Regional Athlete Development Squads. In the TID Squad - **Tayla Miles, Thomas Wellington, Thomas White**. In the Rising Stars Squad - **Beatrice Fordham-Duncan, Brooke Miles, Estee Jacobs, Molly Player, Neve Tassicker, Pippa Nicol**. In the Performance Squad - **Atakura Julian, Chelsey Edwards, Jenna Rolsten-Larking, Joel Crampton, Lewis Clareburt, Orlando Cristobal-Mandel, Ruby Heath, Sam Brown, and Sophie Irving**. In the spirit of our current Constitution supporting "swimming and aquatic sports", we also acknowledged national medalists **Ruby Heath and Eligh Ashby** in NZ Open Water Championships, and **Tamrah Titcombe and Pippa Nicol** in TSB Surf Life Saving NZ Championships.

### Our coaches

With great fondness we bid farewell to two respected coaches in **Aidan Withington and Craig Elliot**, and welcomed **Andre Kudaba and Brandon Mutch**. Our Head Coach, **Gary Hollywood** was once again awarded the 2020 NZ Swim Coaches and Teachers Association (NZSCTA) Coach of the Year.

### Our community

In support of our swimmers and coaches, the Club gained another NZ Inspector of Turns (IOT), **Sarah Bullock**.

On behalf of the Board I'd like to congratulate everyone stated above, on your achievements, dedication and commitment to the sport of swimming and aquatic sports. You truly demonstrated our club values of *courage, determination, achievement, fun and team spirit*.

## **Challenges**

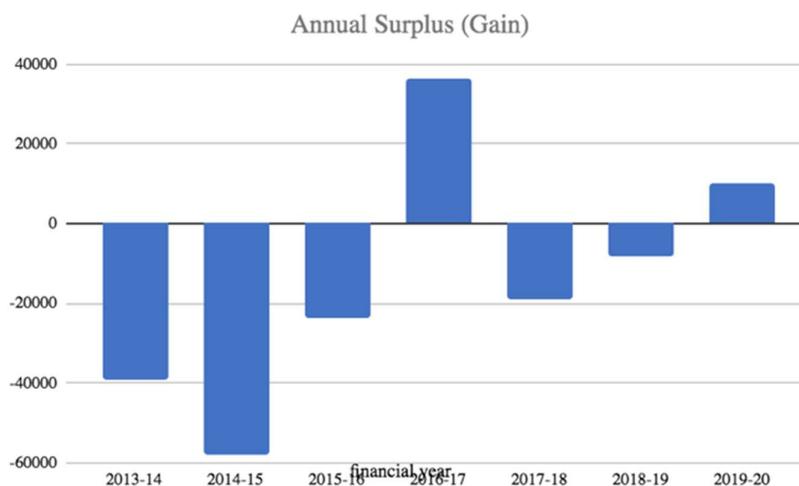
The onset of COVID-19 forced the dreams of many, to be put on hold indefinitely. Local, Regional and National meets such as Div II, NAGS, and Opens were cancelled and the Tokyo Olympic Games was postponed. The Board unequivocally acknowledges the negative impacts that COVID-19 has had, and continues to have, on our members, coaches, community, and stakeholders.

## **Our response leading up to, and during COVID-19**

Prior to COVID-19 the Board progressed the current Club's Strategic Plan. We started work on the current club's structure (to ensure long term sustainability) as well as improving the club's culture (retention and attraction of members and key stakeholders). However, these two priorities had to be put on hold due to COVID-19. The Board revised the Club's Constitution (for the purpose of relevance), which was last updated in July 2014. The revised version will be discussed in greater detail in Agenda Item 11 today.

When COVID-19 struck, the Board's immediate response reverted to focus on three key areas; 1) how to keep the Club financially **viable**, 2) how to ensure the Club operated **feasibly** with minimal disruption, 3) how to remain **desirable** to our current and potential members and key stakeholders.

### Our club's viability



As at 30 June 2020, the Club finished the year with a \$10,000 gain. This was due to a number of hard decisions the Board made pre COVID-19 and additional decisions we made during COVID-19. Actions taken here demonstrated really tested how we upheld the following club values of; *respect, courage, determination, fairness, and team spirit*. This included:

1. The dis-establishment of the paid position of the Club Administrator, and the much appreciated support of **Sharon Pippos** who stepped back into this role, along with support and oversight of Board Director **Joe O'Callaghan**;
2. Land-based training was changed to user-pays;
3. Our three full-time coaches took pay-cuts of up to 80% of their salaries or used existing annual leave for 2 months, during the COVID-19 lockdown period. This was a huge sacrifice from our coaches especially when two of them had not long started with our Club. We extend our heartfelt appreciation to **Gary, Andre and Brandon** for your commitment in helping to ensure the club's sustainability;
4. We successfully applied for, and received the Government's wage subsidy package of \$33,660. This was used to continue paying our three full-time and three part-time coaches;
5. Due to our ongoing professional relationship with the Wellington City Council we are thankful to them for not charging us lane hire fees between late April to 1 July 2020;
6. We are grateful for Swimming NZ in continuing to pay the Club \$48,163 in support of **Lewis Clareburt's** high performance programme;
7. We received total grant income of \$48,945. This was a remarkable achievement given the current climate. Our thanks to the ongoing efforts of **Carol Hollywood** and newly appointed **Drew Morgan**;
8. Our total club swim meet income was \$8,265. Our thanks to the Race Committee of **Pam Edwards, Sharon Pippos and Barbara Ryan** for their non-stop support and organisation of these meets.

### Our club's feasibility

Throughout the past season and especially during COVID-19, we were very fortunate to receive unwavering support by a handful of club volunteers – **Pam Edwards, Sharon Pippos, Barbara Ryan, and Eileen Tang**. These members diligently maintained the Club's administrative duties of wage payments/reconciliations, membership database, accounts, race meets, and a myriad of other behind-the-scene tasks. Their efforts enabled the club to operate with minimal disruption. We were also fortunate to be supported by key stakeholders (Wellington City Council, Swimming Wellington, Swimming NZ, various grant providers, and subject matter experts). Everyone mentioned here demonstrated flexibility, empathy, patience, and professionalism. You have our utmost respect and gratitude and I would encourage all members to personally thank each and every one of them for their efforts.

### Our club's desirability

In the spirit of looking after our members. During the COVID-19 lockdown period, the Board acknowledged the financial hardship that many of its members were likely to face. We made the decision to cease invoicing for squad fees. We thank everyone who made voluntary donations during this period. We also want to acknowledge our **coaches** who were rightfully concerned about their livelihoods during this time but supported the Board's decision.

### **Where to from here**

While the Board did not achieve what it originally set out to do, I am proud of two key things we did achieve over the last 11 months. For instance, we enabled the Club to continue operating thereby preventing it from becoming insolvent; and we progressed a number of complex pieces of work that will enable the incoming Board to progress..

### **Summary**

In summary, as Helen Keller once said, "alone we can do so little, but together we can do so much". Nothing mentioned above, was achieved by one person, instead it took the collective efforts of many. And this approach will be required as we continue to operate as a club, country and world that continues to be impacted by COVID-19. To the current Board of Directors **Joe O'Callaghan, Nathan Masters, Catherine Millar, and Mike Heath**, I would like to thank you for your support over these past 11 months. It was not an easy time for us all but together we did some good work. To ex-Board Directors, **Mark Huttley, Dave Clareburt and Lynda Hart**, thank you for your contributions also. To my family **Hari and Tamrah**, thank you for your patience and support especially over the past 6 months. And to our **members, coaches, community and stakeholders**, thank you for keeping us honest and for sticking with us. I wish you all the best and encourage you to continue working together to fulfil your dreams, while upholding our club's values both in and out of the pool of; *respect, courage, determination, fairness, achievement, fun and team spirit.*

Ngā mihi

Matt Titcombe, Chairperson  
Capital Swim Club