



CENTRAL QUEENSLAND SWIMMING ASSOCIATION

MINUTES OF MANAGEMENT COMMITTEE MEETING

21 April 2016

CQSA Office, Rockhampton

AGENDA ITEM		NOTES ON DISCUSSION	RESOLUTON	OUTCOME
1.	OPENING	Meeting opened @ 5.45pm		
1.1	Attendance	Jenny Smith, Michael Borg, Amanda Noone, Jodie Shanks		
1.3	Apologies	Sarah Emery, Val Kalmikovs, Shari Hancox		
2.0	PREVIOUS MINUTES	Previous minutes read.	That the minutes of the Management Committee held on 23 March 2016 be accepted.	Moved: Jenny Smith Seconded: Amanda N CARRIED
2.1	Business arising – previous minutes	<ul style="list-style-type: none"> • BT Grant: Michael to contact BT to confirm decline of grant • RCity (Rachel) contacted about amended program, grant money has been transferred • SQ asked to book S/S Pool for their development day in July • Michael has made tentative bookings for CQSA Development days for October & January (Jan dependant on where CQ Sprints are held) 		
2.2	CORRESPONDENCE	As per attached summary.	That the correspondence summary as attached be accepted.	Moved: Amanda N Seconded: M. Borg CARRIED
3.1	Business arising from correspondence	<ul style="list-style-type: none"> • SQ advised that fees for coming season will rise for SQ & SAL, Dolphin program and discount for 8yr competitive swimmers to remain • Longreach Meet App: date added to Meet Calendar as no effect on existing applications 		

4.0	TREASURERS REPORT	Jenny provided verbal report on payments during the period. "Books" are with auditor to prepare report for AGM. Balances are: General A/C \$18,225 Railway A/C \$1,845 Development A/C \$7,871 Investment A/C \$29,669 Asset Sinking A/C \$1,787		Moved: Jenny Smith Seconded: Michael B CARRIED
4.1	Reimbursements			Moved: Seconded: CARRIED
5.0	REGISTRARS REPORT	No Report		Moved: Seconded: CARRIED
6.0	RECORDS STEWARD REPORT	No Report		Moved: Seconded: CARRIED
7.0	COACH SUB – COMMITTEE REPORT	No report		Moved: Seconded:
8.0	FINANCE SUB – COMMITTEE	No report		Moved: Seconded:
9.0	TECHNICAL OFFICIALS SUB – COMMITTEE	No report		Moved: Seconded:

10.0	GENERAL BUSINESS			
10.1	AGM	<ul style="list-style-type: none"> • Reminder for reports required for AGM • Draft resolutions to be prepared <ul style="list-style-type: none"> ○ Brian Thomas Trophy ○ Travel Subsidy • Agenda & Nominees List to be distributed 2 weeks prior • Include Life Membership Nominations • Propose CQSA create a LIFE MEMBER Plaque 		Moved: Seconded: CARRIED
11.0	NEXT MEETING	22 May 2016 (AGM)		
11.1	Closure	Meeting Closed at 6.50PM		
	Title	Name	Signature	Date
Signed	President :			
	Junior Vice President	Jodie Shanks		
	Secretary	Amanda Noone		
	Treasurer	Jenny Smith		

Inwards Correspondence from 24th March 2016

For Meeting 21st April 2016

Date	From	Re:	Action
23/3/2016	Heidi McMahon BTSC	Query re development Grant application	
23/3/2016	Gary Knight CQ Aquajets	Confirmation of plans for Tropics Meet	
24/3/2016	Scott Hartwell RCASC	Confirmation RC still interested in Development despite CQ lack of funding	
24/3/2016	Rachel Sampson RCASC	Confirming continuing Interest in running Development but requesting more info on CQSA funding	
27/3/2016	Yeppoon Sharks	Bank Account Details	
29/3/2016	Heidi McMahon BTSC	Decline offer of \$1800 Development funding	
30/3/2016	Scott Hartwell RCASC	Record Applications from Age Nationals	To Val
1/4/2016	Scott Hartwell RCASC	Record Applications	To Val
1/4/2016	Scott Hartwell RCASC	Travel Claim for Nationals	To Jenny
1/4/2016	Scott Hartwell RCASC	Proof of swims to accompany Travel Claim	To Jenny
2/4/2016	Scott Hartwell RCASC	Record Application For Lucy Busby	To Val
5/4/2016	Val Kalmikovs	Longreach Meet Application	
7/4/2016	Karla Dillon SQ	Junior Dolphin program Info	
12/4/2016	Scott Hartwell RCASC	Rocky City RSVP to AGM	
13/4/2016	Julie Majer CQ	National Insurance – Nil Claims Declaration	
13/4/2016	Michael Borg	CQSA Management Committee nomination form	
13/4/2016	Jenny Smith	CQSA Management Committee nomination form	

13/4/2016	Val Kalmikovs	CQSA Management Committee nomination form	
18/4/2016	Gladstone – Stephen Thefs	Query re Travel Claims for Nationals	
18/4/2016	Emu Park – Wendy Garraway	Query re Open Water Travel Claim	
18/4/2016	David Milburn	Life Membership nominations	
18/4/2016	David Milburn Caribeeae	Travel claims for Open Water & National Age Champs	
19/4/2016	Shari Hancox	Apology for Thursday Meeting	
20/4/2016	Amanda Noone	CQSA Committee Nomination form	
20/4/2016	Gladstone Swimming Club	Travel Claim for Nationals	
20/4/2016	Gladstone Swimming Club	AGM RSVP	
21/4/2016	SQ – Karla Dillon	Request for fees for 2016 / 2017 season	

Outwards Email Correspondence from 23rd March to 21st April 2016

For Meeting 21st April 2016

Date	To	Re:	Action
25/3/2016	Heidi McMahon BTSC	Notification of Development Grant approval for \$1800	
26/3/2016	Millie Davie	Response to query re ASCTA Conference query	
5/4/2016	Yeppoon Sharks	Remittance Advice re Development Grant	
5/4/2016	Rocky City	2 x Remittance Advices re Development Grants	
5/4/2016	Longreach Swimming Club	Receipt of Late carnival Application	
5/4/2016	Fiona Meldrum Tieri	Development Grant Cheque & CQ Champs noms invoice	
12/4/2016	All Clubs	AGM Notification Position nomination forms	
18/4/2016	All Clubs	Travel Claim for Nationals Form	
18/4/2016	Gladstone Club – Stephen Thefs	Response to query re travel claims for Nationals	
18/4/2016	Emu Park – Wendy Garraway	Response re Travel Claims for Open Water Nationals	
19/4/2016	All Clubs	Reminder that Nomination forms re AGM due by 22/4/2016	
19/4/2016	Rachel Sampson – RCASC	Approval for \$5000 Development Grant + Criteria	
21/4/2016	Gladstone Club – Stephen Thefs	Re Travel Claims to Nationals	