



**CENTRAL QUEENSLAND SWIMMING ASSOCIATION
MINUTES OF MANAGEMENT COMMITTEE MEETING
18th June 2015**

AGENDA ITEM		TOPICS / POINTS OF DISCUSSION	OUTCOME /ACTION REQUIRED
1.	Opening	Meeting opened 6.37pm	
1.1	Attendance	Michael Borg, Jenny Smith, Val Kalmikovs, Jodie Shanks, Amanda Noone	
1.2	Apologies	Nil	
2.0	Previous Minutes	Motion: That the Minutes of the Management Committee Meeting held on 31-5-2015 be accepted as true and correct	Moved: Jenny Smith Seconded: Val Kalmikovs Motion carried
2.1	Business arising - previous minutes	Business arising from previous minutes dealt with in General Business	
3.0	Correspondence	As per summary attached: Motion: That the inwards correspondence be accepted and the outward correspondence endorsed	Moved: Jenny Smith Seconded: Amanda Noone Motion carried
3.1	Business arising from correspondence	Business arising from correspondence dealt with in General Business	
4.0	Treasurers Report	As per summary	Moved: Jenny Smith Seconded: Amanda Noone Motion carried
5.0	Registrars Report	No Report	Moved: Seconded:

6.0	Records Steward's Report	No report	Moved: Seconded:
7.0	Coach Sub – Committee Report	No report	Moved: Seconded:
8.0	Technical Officials Sub – Committee	No report	Moved: Seconded:
9.0	General Business		
9.1	Secretary	<p>As there were no nominations for the position of secretary at the AGM the resolution for the appointment of a paid secretary stands.</p> <p>The duties of the secretary will be as per the Administration Assistant Position Description on file with the addition of a requirement to provide to the Association a weekly timesheet of activities.</p> <p>The possibility of acquiring a grant to fund the position was discussed with Michael to ask Rachel Sampson where the previous committee had proposed to source a grant.</p> <p>An email will go to all clubs advertising the position of Secretary to CQSA</p>	
9.2	Backstroke Ledges	It was resolved at the AGM that two backstroke ledges be purchased for the Association. Preference is for Colorado ledges as they can be used on any type of starting block. Val will order two Colorado ledges.	
9.3	Shade Tents	Purchase of new shade tents for the Association was discussed at the AGM with Scott Hartwell providing a quote. Michael will source further quotes for comparison including for 3x3 tents. The committee will then discuss further the number and sizes of tents to be purchased.	
9.4	Carnival Calendar	Michael went through a brief history of how dates were allocated. Emerald and Biloela being on the same date of February 13th was discussed. Biloela original application was 30th & 31st January, however this was an error corrected by Shari prior to the AGM. The fact that they are different styles of meets was discussed. Michael to	

		<p>discuss with Shari from Biloela and following this Amanda to talk to Emerald President with the aim of the clubs working together to accept or find a suitable resolution of the situation between themselves.</p> <p>Amanda noted that having the Barcaldine meet and the Reef to Beef meet on the same date posed a dilemma for clubs on the Central Highlands as they are equal distance from two carnivals which are both attractive to many of the swimmers.</p>	
9.5	Colorado System Training	<p>There was discussion at the AGM around whether or not the Association should source / fund training in using the Colorado system at the Southside pool. Val said he has given Rocky City a small amount of instruction. Currently there are only three clubs running swim meets at the Southside pool.</p> <p>Motion: That CQSA does not provide or fund training in use of the Southside Pool Colorado Timing System as at this stage there is not sufficient benefit across all of the members / clubs in the Association to justify the cost involved.</p>	<p>Moved - Val Kalmikovs Second - Amanda Noone Motion carried</p>
9.6	CQ Championships	<p>There was discussion regarding venues for CQ Championships & whether to ask for expression of interest from clubs to provide the venue.</p> <p>Motion: That CQ Championships for 2016 be held in Rockhampton at the Southside WW11 Memorial Pool on 4th 5th and 6th of March.</p> <p>Michael will draft two options for running CQ Championships for discussion: One to entail a club being responsible for running the meet i.e. providing a Meet Director who then reports back to the CQSA committee and one revolving around the CQSA running the meet but allocating various jobs to various clubs. In both instances CQSA will be responsible for ordering medals and prizes from McDonalds. If CQSA is responsible for running CQ Championships it was recommended by Jenny that catering be outsourced. There was general agreement on this.</p>	<p>Moved - Jenny Smith Second - Val Kalmikovs Motion carried</p>
9.7	CQ Sprints	To be held on January 16th 2016	

		It was agreed that the weekend of CQ Sprints was a good opportunity to include development for swimmers and a Coach's meeting. It was decided to send to all clubs in the region a request for Expressions of Interest in providing the venue for both the CQ Sprint meet on January 16th and Development on the 17th of January 2016. Michael to draft this.	
9.8	Swimming QLD Development Officers	A letter has been received from Kevin Haseman from Swimming QLD outlining their proposal to employ two Development Officers. Swimming QLD are asking for \$10000 per year from each region (\$25000 from BSA) for two years to help fund these positions. Kevin has asked for a skype meeting with the committee to discuss this further. Jenny to talk to Kevin re the set up of this meeting.	
9.9	Development	There was general discussion regarding the development program and specifically the potential to have development on Sunday 17th January after CQ Sprints. It was decided to leave further discussion on development for the region until after the skype meeting with Kevin Haseman regarding the employment of Development Officers.	
9.10	Meeting participation for participants not in Rockhampton	The current system for members to participate in meetings via computer is webqem Pty Ltd which is costing the Association \$330 per month. Val discussed various cheap and free options including a system called Zoom. He will set this up with Jenny for future meetings. Motion: That CQSA cease paying license arrangements for webqem Pty Ltd for meetings and set up a cheaper option such as Zoom.	Moved: Jenny Smith Second: Val Kalmikovs Motion carried
9.11	Management Committee Meetings	It was decided to hold meetings at least every two months with the option of monthly should the need arise.	
9.12	Delegate Meetings	It was decided to hold Delegates meeting in conjunction with the Rocky City carnival on 26th September and CQ Sprints on January 16th 2016	
9.13	Face Book	Michael to ask Rachel Sampson whether it is possible to reactivate the CQ Swimming Face Book page and make someone on the committee admin. If not a new page will be started. It is preferable to using the existing page as it already has many followers and a new page would have to start from scratch.	

9.14	Association external hard drives	There are hard drives used by the secretary and the record steward which were used by members of the previous Management Committee. Michael will contact Rachel Sampson to help locate these and have them passed on to the current Management Committee		
9.15	Real Estate Access to Office	Knight Frank Real Estate have asked for access to the Office at 9am on Saturday 20/6/2015 for viewing by potential purchaser. It was agreed that this is OK.		
11.0	Next Meeting	23rd July 2015		
11.1	Closure	Meeting Closed at 8.38pm		
	Title	Name	Signature	Date
Signed	President :			
	Minute Secretary			