

**CQSA****CENTRAL QUEENSLAND SWIMMING ASSOCIATION****MINUTES OF GENERAL MEETING****28 February 2013****Rockhampton**

<b>AGENDA ITEM</b>		<b>TOPICS / POINTS OF DISCUSSION</b>	<b>OUTCOME /ACTION REQUIRED</b>
<b>1.</b>	<b>Opening</b>	Meeting opened 7.22pm	
<b>1.1</b>	<b>Attendance</b>	Joy Symons, Jacalean Wines, Gary Knight, Jenny Smith, Amanda Noone, Henry Taylor, Terry Phelan	
<b>1.2</b>			
<b>1.2</b>	<b>Apologies</b>		
<b>2.0</b>	<b>Previous Minutes</b>	Minutes were confirmed as a true and accurate.	Moved: Jenny Smith Seconded: Gary Knight
<b>2.1</b>	<b>Business arising - previous minutes</b>	*Joy Symons has commenced the policy folder. Listings so far are – Athlete Code of Conduct, Incident Reports, Risk Management, Region Life Member List including selection criteria, consent forms, Guidelines for running CQ Sprints and Championships, Lists of trophies and awards and Media releases. *Medals have been ordered for CQ Championships.	
<b>2.1.1</b>			
<b>3.0</b>	<b>Correspondence</b>	As per summary	Moved: Terry Phelan Seconded: Gary Knight
<b>3.1</b>	<b>Business arising from correspondence</b>		
<b>4.0</b>	<b>Treasurers Report</b>	As per previous minutes	Moved: Jenny Smith Seconded: Jacalean Wines

<b>5.0</b>	<b>Registrars Report</b>	No Report	Moved: Seconded:
<b>6.0</b>	<b>Records Stewart's Report</b>	No report	Moved: Seconded:
<b>7.0</b>	<b>Coach Sub – Committee Report</b>	No report	Moved: Seconded:
<b>8.0</b>	<b>Finance Sub – Committee</b>		
<b>9.0</b>	<b>Technical Officials Sub – Committee</b>	No Report	Moved: Seconded:
<b>10.0</b>	<b>General Business Arising</b>	<ol style="list-style-type: none"> <li>1. CQ Sprints accounts still not finalised. Some clubs have not paid their nominations and not all accounts have been submitted.</li> <li>2. It was decided that the remaining trophies from CQ Sprints be used at the CQ Championships.</li> <li>3. Gary will liaise with Susan Brown for the 7 and Under names so that medallions can be engraved.</li> <li>4. There is a need to set up an easier way to run the CQ Sprints and CQ Championships eg the club running the meets completely with CQSA paying all the accounts. A timeline to be set up as a guide to clubs in the Policy Folder.</li> <li>5. A box was purchased to protect the Dolphin timing equipment out of general maintenance.</li> <li>6. AGM date set for May 26<sup>th</sup> in Rockhampton. Jenny to source meeting venues.</li> <li>7. Blackwater ASC wish to run an unsanctioned swim meet on the same weekend as the CQ Championships. The meet would be run without insurance and have non- Queensland registered swimmers competing. Gary moved that we not approve this meet. Clubs to be contacted advising them of our decision.</li> <li>8. The Coach Sub-Committee submitted a request for</li> </ol>	Moved: Gary Knight Seconded: Terry Phelan Carried:

		<p>reimbursement costs associated with running training clinics. Suggestions that coaches be refunded a set fee per day and any advanced swimmer attending also receive attendance fees. Management meeting with coaches to be organised. Further discussion next meeting.</p> <p>9. All JX swimmers are to be invited to each clinic as some swimmers did not have the opportunity to attend clinics this season.</p> <p>10. Gary has sent emails to interested coaches re subsidy for the ASCTA conference. They are to purchase and receipts forwarded for reimbursement. One coach per club limit.</p> <p>11. John Dove and John Keppie are attending the CQ Championships.</p> <p>12. Joy has expressed interest in visiting the outer areas of the region to investigate the health of swimming in these areas. This would include liaising with swim schools and interacting with clubs. A budget is required so that we can access a grant to fund the trip.</p>	
<b>11.0</b>	<b>Next Meeting</b>	Monday 18 <sup>th</sup> March	
<b>11.1</b>	<b>Closure</b>	Meeting Closed at 9.34pm	
	<b>Title</b>	<b>Name</b>	<b>Signature</b>
<b>Signed</b>	President :	Gary Knight	
	Minute Secretary	Jenny Smith	