

**CQSA**

**CENTRAL QUEENSLAND SWIMMING ASSOCIATION  
MINUTES OF GENERAL MEETING**

**30 August 2012**

**Rockhampton**

<b>AGENDA ITEM</b>		<b>TOPICS / POINTS OF DISCUSSION</b>	<b>OUTCOME /ACTION REQUIRED</b>
<b>1.</b>	<b>Opening</b>	Meeting opened 7.24pm	
<b>1.1</b>	<b>Attendance</b>	Gary Knight, Jenny Smith, Jacalean Wines, Henry Taylor, Joy Symons, Dean Rodgers, Terry Phelan	
<b>1.2</b>			
<b>1.2</b>	<b>Apologies</b>	Angela Hill, Amanda Noone	
<b>2.0</b>	<b>Previous Minutes</b>		Moved: Terry Phelan Seconded: Jacalean Wines
<b>2.1</b>	<b>Business arising - previous minutes</b>	More hits were registered on the website during the Olympics. The letter about the Inter region camp and the general meeting was written however is still in draft form. Gary and Terry to follow up on this.	
<b>2.1.1</b>			
<b>3.0</b>	<b>Correspondence</b>	As per summary	Moved: Jacalean Wines Seconded: Gary Knight
<b>3.1</b>	<b>Business arising from correspondence</b>	Gary will contact Peter regarding the Insurance list to see if we have to update it as some of the things are not in the office.	
<b>4.0</b>	<b>Treasurers Report</b>	As per Summary	<i>Moved: Jenny Smith Seconded: Jacalean Wines</i>

<b>5.0</b>	<b>Registrars Report</b>	No Report	Moved: Seconded:
<b>6.0</b>	<b>Records Stewart's Report</b>	As per Summary	Moved: Gary Knight Seconded: Terry Phelan
<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>	Dean Rodgers attended SQ Referees Forum on 24 <sup>th</sup> August prior to Qld Short Course. Wendy Ryan and Dean officiated in Brisbane at the Queensland Short Course Meet. There is a Starters Forum on September 8 <sup>th</sup> which is being attended by Dave Milburn and Dean Rodgers.	Moved: Dean Rogers Seconded: Gary Knight
<b>10.0</b>	<b>General Business Arising</b>		
		Terry Phelan proposed that he erect portable shelving in the office so that equipment and stock can be elevated above floor level at a cost of approximately \$300.	Moved: Terry Phelan Seconded: Jenny Smith Carried
		The committee thanked Joy Symons for the work she did to facilitate the advertising of CQ swimming during the Olympics.	
		Terry Phelan has investigated the cost of a Dolphin Carry Case to make it easier and safer to transport the Dolphin Equipment. Terry to arrange the purchase of the case.	Moved: Terry Phelan Seconded: Jenny Smith Carried
		Jacalean Wines suggested that we set up a Facebook page for CQSA. It is proposed that we begin with a basic set up. Val Kalmikov to be approached to assist in the setup of the site (including a link to the CQSA website). Jacalean to proceed with this during the school holidays.	Moved: Jacalean Wines Seconded: Gary Knight Carried
		Admin Bandit - accounting software for volunteer organisations is being used by a couple of clubs in the region. Gary moved that he organise a link on the CQSA website that clubs can access. We earn when clubs purchase a license.	Moved: Gary Knight Seconded: Jenny Smith Carried
		Monday night meetings are no longer viable. Those present voted	Moved: Gary Knight

		that we change back to the last Thursday of the month.	Seconded: Jacalean Wines
		Code of Conduct document – the wording of this document was discussed. It was decided to investigate further and modify to align with Swimming Queensland and Swimming Australia.	
		The Inter- Region meet camp is progressing. Jacalean will advise Gary of any assistance required on the weekend.	
<b>11.0</b>	<b>Next Meeting</b>	Thursday September 27 <sup>th</sup> at 7pm.	
<b>11.1</b>	<b>Closure</b>	Meeting Closed at 8.52pm.	
	<b>Title</b>	<b>Name</b>	<b>Signature</b>
<b>Signed</b>	President :	Gary Knight	
	Minute Secretary	Jenny Smith	