

THE NSW ASSOCIATION OF AUSSI MASTERS SWIMMING CLUBS INC

trading as Masters Swimming NSW

Annual General Meeting

held on 21 May 2011

at Ken Brown Rooms, 6A Figtree Drive,
Sydney Olympic Park.

Minutes

The meeting commenced at 10:35 am.

1. Welcome to members by President

Jane Noake welcomed and thanked the Member Clubs delegates and Registered Persons for their attendance.

2. Apologies

Registered Persons: Gary Stutsel (Branch Life Member/ Technical Director/Molonglo), Mark Hepple (Branch Meet Recorder). Jenny Whiteley (Aerobics Recorder), Bob Dorrington (Blacktown), Jodie Burke Safety Coordinator

Clubs: Caringbah (Peter Sheean), Cronulla Sutherland (Anita Saviane). Novocastrian (Mike Cockrem)

3. Declaration of Postal Votes and Delegates

Two postal submissions were received: One from Caringbah Masters and one from Cronulla Sutherland.

Delegates for the 18 clubs present as follows:

Blacktown – Jon Hawton	Blue Mountains –Nerida Murray
Bushrangers –Di Coxon-Ellis (Administrator)	Campbelltown – Owen Sinden
Castle Hill - David King	Cessnock – Phil Murray
Gosford – Neil Keele (Country VP)	Hills – Di Coxon-Ellis
Hornsby – Stuart Ellicott (Board Member)	Manly –Stephen Lamy
North Sydney – Christina Echols	Ryde – Jamie Turner
Seaside Pirates – Paul Slater	Trinity – John Kulhan
Warringah –Wilson Gamble	Wests Auburn – Kerry Blanch
Wollongong – Sue Johnstone (Life Member)	Wyong – Bonnie Cook

Other Registered Persons present were:

President: Jane Noake (Seaside Pirates)

Vice President: Tony Tooher (Warringah)

Treasurer: Stuart Meares (Warringah)

Ordinary Member of the Board: Jon Hawton (Blacktown); Sue Wiles (Blue Mountains).

Life Members: Helen Rubin (Ryde)

Registered Persons: Diane Partridge (NSW Training Coordinator/Cessnock); Vicky Watson (NSW Coaching Director/Ryde); Daphne Kulhan (Trinity); Graham Campbell (Warringah); Terry Gainey, Roger Montgomery, Wayne Sampson (West's Auburn) and Robin Henze (Wollongong)

Visitors: Colin Casey and Colvin Ellis

4. **Confirmation of Minutes of Annual General Meeting of 22 May 2010**

As the minutes have been available on the MSNSW website, they were taken as read.

Matters arising:

- Clubs to ensure that club contact on database is up to date on an ongoing basis.
- Helen Rubin is still to set up Country VP access.
- Sue Wiles sent Dennis Moore the rationale behind Medical Disability (MD) changes (with National Board permission).
- Board circulated agenda items for proposed changes to clubs for their input.
- Clubs submitted comments on proposed Swimwear rules changes to Sue Wiles.

Motion: That the Minutes of the Annual General Meeting held on 22 May 2010 be accepted as correct.

Moved: Manly (Stephen Lamy); seconded: West's Auburn (Kerry Blanch).

Motion carried.

5. **Receipt and review of the audited reports of the Statement of Income and Expenditure in the Treasurer's Report**

Stuart Meares spoke to the financial statements.

Matters noted:

The reports have been on the NSW website for viewing for a fortnight and Stuart invites

any questions.

Profit is down on previous years – profit of \$2,000 as opposed to \$10,000 in 2009 which was mainly surplus from 2009 World Masters Games.

NSW government funding was up \$10,000 and \$5000 is allocated to each financial year.

Motion: That the Treasurer's report be accepted.

Moved: Manly (Stephen Lamy); seconded: Campbelltown (Owen Sinden).

Motion carried.

6. Appointment of an independent assurance practitioner for the next financial year

In 2008 the Association gave the Board the discretion to present an independent assurance practitioner's review of accounts by a qualified accountant to the Annual General Meetings. Again this year (31 December 2010) a review was made of the functions in the branch office by WW Vick & Co, as stated on pages 12 & 13 of the Annual Report. Stuart said that if member clubs are happy with the arrangement of conducting a review of accounts by an independent practitioner, the Board will adopt the same approach for the coming year.

Motion: So moved.

Moved: Stuart Meares; seconded: Manly (Stephen Lamy).

Motion carried.

7. To receive reports on the activities of the Association

It was agreed that a motion accepting all reports would be moved at the conclusion of the presentation of them all, rather than after each report.

President — Jane Noake

Jane spoke to her report which is on the website.

Jane acknowledged the dedicated members who give up their Saturday to attend on behalf of their clubs.

Jane thanked the Board members for support in a bad year recovering from the loss of Ian Davis. Also thanks to her own club (Seaside Pirates) and all the members of the association.

Thanks to Di Coxon-Ellis who has announced her retirement. Jane publicly acknowledged Di's contribution over the many years she has worked for Masters Swimming NSW. The Administrator's position will be advertised in the near future.

Jane flagged the large amount of work that needs to be done towards the 2013 National Championships in Sydney. To be held at SOPAC 17 to 20 April, 2013. SOPAC hire fees are high (Stuart Meares approximates them at \$20,000) and we pay a sanction fee to Masters Swimming Australia of around \$4000. So we are particularly interested in sourcing marketing volunteers to look at sponsors to recoup costs as we don't want an exorbitant entry fee. Stephen Lamy suggested compressing the Championships into three days with a maximum of three events per day. Kerryn Blanch suggested approaching Registered Clubs prior to end of financial year (30 June) to source sponsors.

Jane also pointed out that clubs need to look at falling membership: at the Presidents meeting it was pointed out that we need to advertise, that masters swimming provides a variety of activities- club racing, million metres awards, coaching, aerobics program (Endurance 1000) – not just competition. There is an attrition rate of 20%. Clubs need to focus on retention of current members. The National body is investigating conducting an exit survey through Clubs Online. It was suggested that at club level to contact members who have not attended club sessions for a few weeks.

Bonnie Cook (Wyang) noted a perception that Masters is only for older people and elite. Jane noted that the Board is working on a poster showing young and old.

Media concentrate on elite swimmers. Sue Wiles also noted that the Adelaide Masters Games organisers are asking for video footage to create a TV advertisement.

Christina Echols (North Sydney) stated that as far as her club is concerned no feedback meant that they are happy with the status quo.

Vice-President Country — Neil Keele

Neil spoke to his report.

- No responses must be happy with status quo.
- Neil read a message that was not included in his written report on the loss of Ian Davis.

National Delegate — Sue Wiles

Sue Wiles spoke to her report.

- Sue summed up that the National meetings were mainly concerned with wording of rules. Most were not controversial except for swimwear.
- OWS rules were being developed for Masters Swimming.
- The Masters coaching course is under review mainly to be aligned with Swimming

Australia.

- Clubs Online National decision has been made that only online registrations will be allowed from September 1.
- The aerobics program has been reviewed and re-branded Endurance 1000. The web based software will be updated for new points system but this will not be ready this year therefore Sue advises members to keep swimming the current swims and they will be recorded.
- Swimming Australia has received funding suggesting they promote the One Club concept in their age group clubs where all swimmers are members of one club. The National General Manager, Noeleen Dix, has asked for feedback and has supplied a list of inherent problems with lane space, preference given to age group swimmers; each group having a different focus as masters generally exist for participation. Stuart Ellicott noted that the Wyong /Titans combination with the age group swim club didn't work due to pool training times etc.
- John Pugh has completed his term as National President and Craig Smith from South Australia is now the new National President.

Administrator — Di Coxon-Ellis

Di spoke to her report.

- Di spoke to all delegates and persons present of her impending retirement after almost thirteen years as Administrator. Di assured all present that she is not going to disappear but will continue to be involved with Masters Swimming. Di thanked the Board and all the Board members and project officers for their dedication in 2010 and for the 11 previous years, particularly for the guidance and support from past Presidents Gary Stutsel, Stephen Lamy, Ian Davis and for many years current President, Jane Noake. You cannot help but admire that dedication and time given to this organisation by all Board, (Committee) members, Project teams etc and if it wasn't for these people, we would not be the largest and most efficient organisation in Masters Swimming Australia.
- Di also thanked the members involved in all aspects of administration of their clubs. Again, without those volunteers we wouldn't function as well as we do
- In July 2010 Di attended a Branch Administrator's workshop in Melbourne which resulted in document sharing and new ideas from other branches.
- Di referred to the Clubs Online database and the facility for manual registration being

discontinued on September 1 this year so all registrations on a national and branch level for 2012 will be online. This will alleviate the errors from manual entries or errors where registrars had not updated subscription types in the database. This will result in a dramatic lessening of work to be done by your club registrar. Club treasurers will still have complete control over the registration process as reports are readily available. Sarah Roach in the national office is an expert in the database and is always happy to assist. Sincere thanks to Helen Rubin in particular for her IT support and expertise.

- Di also thanked Jamie Turner, Malcolm Heath and Jan Cameron-Smith for their voluntary assistance in the Branch Office for many years.

Di asked for the final two reports, Meetings and Club Numbers to be considered as an adjunct to the Administrator's report.

Coaching Report – Vicky Watson

Vicky spoke to her report:

- John Wynberg assisted in the handover of the role prior to travelling. Thanks to Di Coxon-Ellis, John Kulhan, Louise Price and Gordon Whyte for their contribution to the coaching team.
- One accreditation has been completed from the 2010 course and two more have recently completed requirements (both living in Singapore).
- Vicky compared her year as starting up as a sprinter and then she hit a brick wall. In July at the relay meet Vicky held a coaches meeting for feedback and was grateful to receive lots of suggestions, training camps etc. Vicky organised a presentation by a physiotherapist for the long course championships but the physio pulled out the night before.
- Vicky acknowledged all the coaches at clubs who put in a lot of work.
- Expressions of interest have been received by a few members for a course for this year. NSW may pilot the new national coaching course after the review.
- All presenters and assessors at courses now must have completed the Presenters and Assessors course.
- Vicky congratulated John Kulhan as NSW Coach of the Year.
- The President thanked Vicky, who is stepping down this year, for her great contribution.

Club Development/Marketing Report

- Main function of this team has been mentoring new clubs.
- Little marketing done in past year but a poster to attract 18 year olds plus is being developed.

Technical Committee and Training Co-ordinator – Gary Stutsel & Diane Partridge

At Gary Stutsel's request, Di Partridge spoke to Gary's report.

- Changes to swimwear rules has made it difficult for swimmers but also for officials
- The focus for 2010 was to conduct workshops to reaccredit Marshal Check Starter/Clerks of Course.
- Don't want to discourage officials but it is important to update to maintain a consistent standard and to keep up to date with rule changes
- There were less disqualification issues with starts and relay changes.
- Project team to align with national body on reaccreditation and keeping up standards.

Diane Partridge spoke to her report:

- From the training point of view, of the accredited Marshals, 54 completed workshops, twenty opted out and six unaccounted for. Those six will be given one more chance and then deleted from list. Sixteen courses were conducted. Diane noted that reaccreditation workshops are also for those who wish to accredit for the first time.
- Thanks to Di Coxon-Ellis for her work in the office with submitting accreditation forms.
- Diane Partridge noted that officials are getting older and stressed the need to target younger members to commit to officiating. When new members join, clubs need to also point out the world of masters swimming also includes officiating.
- Jane announced that MSNSW Official of the year, Noel Partridge, was announced at the National Swim as the National Official of the Year. Noel is a very important person on deck and Diane Partridge to pass on congratulations.

Aerobics Report – Jenny Whiteley

At Jenny Whiteley's request Helen Rubin spoke to the report:

- Participation levels are the same as 2009 and congratulations to Campbelltown for

winning all trophies again as they have done for a number of years.

- Main issues again with old software.
- The new system will be easier to install on all computers thanks to Frank Braun. It is an easier concept with download of the club membership file from the portal. However if a Club member is not on membership database you can't add them to the list.
- MSNSW formed a working group to discuss options on how aerobics could be improved and some of the changes are being implemented in the new software.
- Jenny is keen to promote the new Endurance 1000 program.
- Jane acknowledged Tuggeranong came very close to winning this year.

Meet Recorder — Mark Hepple

As Mark Hepple had sent his apologies, Jane spoke to his report.

It is a long time coming but the document is being written for meet recorders doing their own recording. Helen Rubin is writing the document and Lindsay Brice assisting. Sue Wiles is proofing the document.

Records Recorder – Di Coxon-Ellis

Di spoke to her report:

- Records report: Thanks to Mark Hepple for his assistance in the new certificate format and in preparing the files for printing the certificates.
- Thanks to Gordon Whyte for assistance with the pivot tables and calculation of Swimmer of the Year.
- 22 World records flagged, 21 submitted, 12 broken.

Safety Co-coordinator — Jodie Burke

Jane spoke to her report

- Jodie stressed that it is important to have qualified people in your club.
- Thanks to Jamie Turner for assistance in producing the report tables.

Webmaster — Helen Rubin

Helen spoke to her report:

- Helen noted that 2010 was mainly maintenance as Peter Gregory had no time to do

development of the website.

- Lindsay Brice and Lynette Falconer recently came on board as content managers to assist with uploading files and these are now done promptly.
- Peter Gregory no longer has time to be involved and Helen formally thanked Peter for his contribution over many years.
- The Board will take up an offer from the National body to fund a unified look for all branches.

Motion: That all the abovementioned reports be accepted.

Moved: Scott Hay (Blacktown) seconded: Terry Gainey (West's Auburn).

Motion carried.

8. Election of Office Bearers

Election of Executive

President — one nomination had been received for Jane Noake, who was declared elected.

Vice-President — one nomination had been received for Tony Tooher, who was declared elected.

Vice-President Country — one nomination had been received for Neil Keele, who was declared elected.

Treasurer — one nomination had been received for Stuart Meares, who was declared elected.

9. **Ordinary Members of the Board** – Three nominations had been received for the three positions - Stuart Ellicott, Jon Hawton and Sue Wiles, who were declared elected.

The elected Executive and Ordinary Members will constitute the MSNSW Board from the conclusion of this meeting until the next Annual General Meeting.

10. General Business

- (a) **To consider motions and all agenda items for which due and proper notice has been given.**

No agenda items have been received.

- (b) **To consider matters for discussion:**

From MSNSW Board: for clubs to consider whether the newsletter should be discontinued

in its present format or be only sent electronically to members.

Any member who wants a paper copy could ask the Club Registrar to print for them. Club Registrars can access the list of those who want a paper copy.

Discussion followed that Club Registrars are already overwhelmed with work; a special version could be organised with an option to not download the graphics; the branch is downscaling what they cover in the branch fee; the current quarterly newsletter is publishing 'old news' so needs to move with the times and develop an interactive website and circulate news monthly, a weekly e-alert or even as it happens; some clubs forward the current monthly news and any emails with general pertinent information to all members as they are received; perhaps an RSS feed from Masters Swimming NSW; if we want to attract younger members we need to use the media they use.

Sue Wiles advised she is stepping down as Splash editor and will not be editing the June newsletter. Sue was thanked with acclamation for her past work on the newsletter.

Jane summarised that we will definitely not be changing the newsletter format and delivery as yet and will take comments to the Board for future decisions.

From Manly Masters: The MSNSW Branch Long Course Championships to be conducted on one day combined with point two - no relays to be swum at the Branch Long Course Championships.

Stephen Lamy spoke to the motions citing the late finish on Saturday night then starting early on Sunday, relays in the middle, timekeeper issue and venue hire cost issue. Steve offered two possibilities:

- 1) Drop relays from the Long Course and hold only individual events on Sunday and nominate one swim of five they would be happy to drop, or cut back to four.
- 2) Run all relay events on Saturday evening.

Jane replied that SOPAC is only available in current version – Saturday evening and all day Sunday.

Paul Slater (Pirates) outlined that the current structure is that the individual element is to measure performance and then the element of team participation in relays is to build club spirit. Ethos of

relays is part of Championships. Relays are important in the competition as a club to win their division. The Relay meet is for fun and holds a different style of attraction. Medals are awarded for Branch Championships but not for the relay meet so not holding relays at the Championships doesn't allow for those who aspire to relay medals.

Ryde like a two day format in the interest in participation as some can only attend one day and also like relays in the middle not at the end.

Stuart Ellicott (Hornsby) likes to swim five events but not in one day.

Scott Hay (Blacktown) agrees with Manly that people are time poor and don't want to commit to two days. Kerry Blanch pointed out that they then have the choice to swim on one of two days.

Jane feels that country clubs (Dubbo particularly) are less likely to attend for only one day.

John Kulhan feels that there is an element of prestige in a two day meet so holding it only on one day may destroy the concept of a championship event. Victoria holds their branch Championships over two weekends.

General consensus – Relays should be held on Saturday in middle and Sunday at the end of the day to allow for clubs to submit teams.

The spacing of the carnivals held throughout the year could be better. There should be a buffer of at least a week either side:

Jammed program last year in 2010 but feel we have succeeded this year. Seven clubs nominated for four weekends in November 2011. North Sydney cancelled 2010 meet. The Board will continue to negotiate with clubs to arrange the calendar to be a spread out as much as possible but it is not easy as pool bookings necessitate certain dates and the Board will not mandate what date a club can host a meet.

Expressions of Interest

The Board has sought expressions of interest in appointment to the following positions prior to the AGM.

- Branch Coaching Director — Nil;
- Branch Technical Director — Gary Stutsel;
- Branch Training Coordinator — Diane Partridge;

- *Splash* Newsletter Editor — Nil ;
- Webmasters — Helen Rubin, Lynette Falconer and Lindsay Brice;
- Branch Aerobics (Endurance 1000) Recorder — Jenny Whiteley;
- Branch Safety Co-ordinator – Jodie Burke.

These positions will be ratified at the following Board Meeting.

An expression of interest form is available for Member Clubs.

Project teams - please forward your Expression of Interest Form to the branch office.

Paul Slater moved to propose a vote of thanks to the Board for their work over the past year

11. Close.

The meeting was closed at 12:35pm.

Action Items:

Changed format and delivery of newsletter to be discussed.