



# METRO WEST DISTRICT

Metro West Swimming Victoria Incorporated

ABN: 92 118 401 054 INCORPORATION NO: A0007742J

---

## MINUTES OF THE DELEGATES MEETING

Maribyrnong Aquatic Centre, Aquatic Drive, Maribyrnong  
On Wednesday 27<sup>th</sup> March at 7.00pm

---

**Attendees:** Cam Nation (President / NWA), Seb Bettiol (Secretary / PROP), Jamie Taafe (Vice-President / SUN), Janine Boyton (Treasurer / SSC), Julie Walsh (Competitions Officer / MLN), Margaret Arnold (District Referee / LVN), Ros Jones (MLN), Vince Taylor (WAQA), Damian Arnold (Life Member)

**Apologies:** Bill Watson (Life Member / AQW), Andrea Sutton (Life Member / AQW), Maureen Harris (AQW), Justin Gallop (HOP), Natalie Lemieszek (WYN), Jenny Lawton (EDA), Karen Garrard (LVN)

---

### 1. Meeting Open, Attendees & Apologies

The Delegates Meeting on Wednesday 27<sup>th</sup> March was opened at 7.15pm by Chair Cam Nation.

Attendees & Apologies noted as per above.

Current list of Metro West Delegates for Season 2018-19:

<b>Altona:</b>	<b>Hoppers Crossing:</b> Justin Gallop	<b>Sunbury:</b>
<b>Aqua Wolves:</b> Maureen Harris	<b>Hume City:</b>	<b>Sunshine:</b> Jamie Taafe
<b>Artemis Aquatics:</b>	<b>Laverton:</b> Karen Garrard	<b>Swimland:</b> Janine Boyton
<b>Brimbank:</b>	<b>Melb Uni Prop:</b> Seb Bettiol	<b>Western Aquatic:</b> Vince Taylor
<b>Essendon District:</b>	<b>Melton:</b> Ros Jones	<b>Wyndham:</b> Natalie Lemieszek
<b>Footscray:</b>	<b>North-West Aquatic:</b> Cam Nation	

### 2. Conflicts & Legal Documents

Margaret Arnold & Damian Arnold to step out of the Delegates Meeting when Officials Remuneration is discussed as part of the Presidents Report.

### 3. Previous Minutes

Motion moved to ratify the minutes of the Delegates Meeting on Wednesday 12<sup>th</sup> December 2018, with the removal of Seb Bettiol & Margaret Arnold as attendees.

Motion moved to ratify the minutes of the Delegates Meeting on Wednesday 13<sup>th</sup> February 2019, with the addition of Margaret Arnold, Bill Watson, Andrea Sutton & Maureen Harris as attendees.

Moved: Cam Nation  
Seconded: Julie Walsh

**CARRIED**

#### 4. Matters Arising From Previous Minutes

To be discussed as part of President's Report & General Business.

#### 5. Correspondence from Swimming Australia or Swimming Victoria

Swimming Victoria correspondence regarding entity registration for Swim Central platform.

Swimming Victoria correspondence regarding decision to move all Swimland registered swimmers to Metro South in 2020-21.

#### 6. President's Report

Verbal Report tabled by Cam Nation.

- Initial Swim Central training has been undertaken by a number of the District Executive. Swim Central registration will be completed once date for the Annual General Meeting is confirmed. Resolved to hold the Annual General Meeting on Wednesday 17<sup>th</sup> July 2019.
- District Trip to the Wangaratta SC Meet on Sunday 14<sup>th</sup> July confirmed. Maximum of 48 attendees. Recommendation 2 per club that competed at District Championships 2019, nominated by their Club President. Extra spots will be allocated based on formula based on the number of District Championships swimmers. Initial budget \$2500 to include transport, lunch, snacks & relay entries. All attendees to complete an indemnity form online and are responsible for own entries. Final presentation to be brought to the next Delegates Meeting.
- District Awards & District Grants to remain as per 2018. Athletes/Parents to submit grant applications online (not through club). Competitions Officer to verify.
- District logo was redrawn as we had no high-resolution format on file. No changes to design. District now holds high-res JPG, PDF, AI, EPS & PNG files of the logo.
- Flagging of potential February & March clash for District Championships 2020. Raised possibility of moving to October/November 2019. Delegates to provide feedback at next Delegates Meeting.
- Update on District Championships medals. Incorrect stocktake completed for District Championships due to range of different medal types/years etc. Medals for 13 & overs will be distributed shortly. Order for 2019-20 to be placed when stock arrives pending Management Committees approval. Resolved to keep simple design for District Championships and not to add year/event.
- Update on discussions with Broadmeadows Leisure Centre in regards to having a Metro West Trophy Cabinet in the Broadmeadows Leisure Centre foyer. President to continue discussions with centre.
- Proposal to shift away from current website provider for reasons outlined at meeting. President to look at options & develop.
- District Awards night date set for Saturday 15<sup>th</sup> June at St Vincent's Primary School, Strathmore.

All Items Moved: Cam Nation

All Items Seconded: Julie Walsh

**CARRIED**

*Margaret Arnold & Damian Arnold left the meeting at this stage due to a Conflict of Interest in regards to discussions about remunerating officials for time worked at District Championships & All Junior Competition.*

- Recommendation to remunerate Officials for time worked at District Championships 2019 & All Junior Selection Trials 2019 due to considerable amount of entries for each and financial success of both competitions, at a rate of \$25.00 per hour for a total expense of \$2825.00.

Moved: Julie Walsh

Seconded: Seb Bettiol

**CARRIED**

*Margaret Arnold & Damian Arnold returned to the meeting.*

## 7. Treasurer's Report

As tabled in *Appendix A*.

Moved: Janine Boyton  
Seconded: Seb Bettiol

**CARRIED**

## 8. Competitions Officer's Report

Verbal Report tabled.

Both District Championships & All Junior Selection Trials were successful with a high turnout at both. Feedback was positive for both events. Medal shortage noted and steps in place to ensure it doesn't re-occur. Metro West SC Meet scheduled for Sunday 23<sup>rd</sup> June. Competitions Officer to look at splitting meet into 12/Under & 13/Over. District to use up left over medals for 12/Under session.

Moved: Julie Walsh  
Seconded: Seb Bettiol

**CARRIED**

## 9. District Referee's Report

Verbal Report tabled.

District Referee thanked all officials for their assistance over three big weekends of racing, and thanked all clubs for filling allocated roles.

Moved: Margaret Arnold  
Seconded: Cam Nation

**CARRIED**

## 10. General Business

- 10.1 Vice President / Sunshine Swimming Club Delegate presented communication between Sunshine Swimming Club & Swimming Victoria in regards to the new Swim Central platform, and namely the newly created \$10.00 parent fee which is being implemented by Swimming Victoria despite not being a national fee. Metro West clubs encouraged to query this new fee.
- 10.2 Treasurer / Swimland Swim Club delegated outlined correspondence between Swimland Swim Club & Swimming Victoria in regards to the club being required to affiliate with Metro South from Season 2020-21, and measures being reviewed in order to address this.

All items moved: Cam Nation  
All items seconded: Seb Bettiol

**CARRIED**

## 11. Meeting Close

The Chair closed the meeting at 8.52pm.

**Metro West Swimming Victoria**  
**Statement of receipts & payments**  
**DECEMBER 2018**

MONTH		YTD
	<b>RECEIPTS:</b>	
0.00	Meet Entry fees	15,390.00
3.38	Bank Interest - General Account	6.64
0.00	Bank Interest - Term Deposit	640.77
200.00	Club Affiliation Fees	1,775.00
0.00	Equipment Hire	0.00
0.00	Grants Received	0.00
0.00	Other	978.00
<u>\$203.38</u>	<b>TOTAL RECEIPTS</b>	<u>\$18,790.41</u>
	<b>PAYMENTS:</b>	
0.00	Meet Pool Hire Fees	10,583.55
0.00	Meet SV Levies	1,534.00
0.00	Officials	580.00
0.00	Room Hire	0.00
2,442.13	Administration / Other	3,401.49
<u>\$2,442.13</u>	<b>TOTAL PAYMENTS</b>	<u>\$16,099.04</u>
<u>(\$2,238.75)</u>	<b>NET PROFIT / (LOSS)</b>	<u>\$2,691.37</u>

<b>RECONCILIATION:</b>	
Opening Cash Book Balance 1 July 2018	\$76,464.23
Add Receipts	\$18,790.41
Less Payments	\$16,099.04
<b>Closing Cash Book Balance 31 December 2018</b>	<u><b>\$79,155.60</b></u> <b>\$2,691.37</b>

<b>Comprised of:</b>	
<b>Term Deposit</b> (balance 31 December 2018)	\$52,614.08
<b>General Account:</b>	
Balance as at 31 December 2018	\$26,541.52
Plus Undeposited Receipts	\$0.00
Less Unpresented Cheques	\$0.00
	<u>\$26,541.52</u>
<b>Total Assets</b>	<u><b>\$79,155.60</b></u>

**THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK**

**Metro West Swimming Victoria  
Statement of Receipts & Payments  
DECEMBER 2018**

**MONTH**

**YTD**

**RECEIPTS:**

**Meet Entry Fees:**

0.00	7/10 Encouragement meet	7,790.00
0.00	District Championships	0.00
0.00	High Performance	0.00
0.00	Proficiencies	580.00
0.00	Short Course	0.00
0.00	Sprints / All Junior	0.00
0.00	Winter InterClub	0.00
0.00	Other Meets	7,020.00

\$0.00

\$15,390.00

3.38	<b>Bank Interest - General Account</b>	6.64
0.00	<b>Bank Interest - Term Deposit</b>	640.77
200.00	<b>Club Affiliation Fees</b>	1,775.00
0.00	<b>Equipment Hire</b>	0.00
0.00	<b>Grants Received</b>	0.00
0.00	<b>Other</b>	978.00

**\$203.38**

**TOTAL RECEIPTS**

**\$18,790.41**

**PAYMENTS:**

**Meet Pool Hire Fees:**

0.00	7/10 Encouragement meet	0.00
0.00	District Championships	0.00
0.00	High Performance	0.00
0.00	Proficiencies	0.00
0.00	Short Course	55.55
0.00	Sprints / All Junior	0.00
0.00	Winter InterClub	10,000.00
0.00	Other Meets	528.00

\$0.00

\$10,583.55

**Meet SV Levy:**

0.00	7/10 Encouragement meet	0.00
0.00	District Championships	0.00
0.00	Proficiencies	0.00
0.00	Short Course	1,534.00
0.00	Sprints / All Junior	0.00
0.00	Other Meets	0.00

\$0.00

\$1,534.00

**Officials:**

0.00	7/10 Encouragement meet	0.00
0.00	District Championships	0.00
0.00	Proficiencies	0.00
0.00	Short Course	0.00
0.00	Sprints / All Junior	0.00
0.00	Other Meets	580.00

\$0.00

\$580.00

**Room Hire:**

0.00	Meetings	0.00
0.00	Officials Room	0.00
0.00	Presentation Night	0.00
<hr/>		<hr/>
\$0.00		\$0.00

**Administration / Other:**

2,384.00	7/10 caps and shirts	2,384.00
0.00	Bank Fees	0.00
0.00	Bus hire	0.00
0.00	Catering	195.46
34.95	Equipment	34.95
0.00	Grants	0.00
0.00	High Performance	0.00
0.00	Insurance	280.36
23.18	Internet charges	23.18
0.00	Medals	0.00
0.00	Meet Program Manager	0.00
0.00	Other	163.54
0.00	Postage / PO Box	0.00
0.00	Trailer Registration	0.00
0.00	Stationery	0.00
0.00	Trophies	320.00
<hr/>		<hr/>
\$2,442.13		\$3,401.49

**\$2,442.13****TOTAL PAYMENTS****\$16,099.04****(\$2,238.75)****NET PROFIT / (LOSS)****\$2,691.37**

**Metro West Swimming Victoria**  
**Statement of receipts & payments**  
**JANUARY 2019**

MONTH		YTD
	<b>RECEIPTS:</b>	
1,310.00	Meet Entry fees	16,700.00
0.00	Bank Interest - General Account	6.64
0.00	Bank Interest - Term Deposit	640.77
0.00	Club Affiliation Fees	1,775.00
0.00	Equipment Hire	0.00
0.00	Grants Received	0.00
0.00	Other	978.00
<u><u>\$1,310.00</u></u>	<b>TOTAL RECEIPTS</b>	<u><u>\$20,100.41</u></u>
	<b>PAYMENTS:</b>	
0.00	Meet Pool Hire Fees	10,583.55
0.00	Meet SV Levies	1,534.00
0.00	Officials	580.00
0.00	Room Hire	0.00
0.00	Administration / Other	3,401.49
<u><u>\$0.00</u></u>	<b>TOTAL PAYMENTS</b>	<u><u>\$16,099.04</u></u>
<u><u>\$1,310.00</u></u>	<b>NET PROFIT / (LOSS)</b>	<u><u>\$4,001.37</u></u>

<b>RECONCILIATION:</b>	
Opening Cash Book Balance 1 July 2018	\$76,464.23
Add Receipts	\$20,100.41
Less Payments	\$16,099.04
<b>Closing Cash Book Balance 31 January 2019</b>	<u><u>\$80,465.60</u></u> <u><u>\$4,001.37</u></u>

<b>Comprised of:</b>	
<b>Term Deposit</b> (balance 31 January 2019)	\$52,614.08
<b>General Account:</b>	
Balance as at 31 January 2018	27851.52
Plus Undeposited Receipts	\$0.00
Less Unpresented Cheques	\$0.00
	<u>\$27,851.52</u>
<b>Total Assets</b>	<u><u>\$80,465.60</u></u>



**THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK**

**Metro West Swimming Victoria  
Statement of Receipts & Payments  
JANUARY 2019**

**MONTH**

**YTD**

**RECEIPTS:**

**Meet Entry Fees:**

0.00	7/10 Encouragement meet	7,790.00
670.00	District Championships	670.00
0.00	High Performance	0.00
0.00	Proficiencies	580.00
0.00	Short Course	0.00
640.00	Sprints / All Junior	640.00
0.00	Winter InterClub	0.00
0.00	Other Meets	7,020.00
<hr/>		
\$1,310.00		\$16,700.00

0.00	<b>Bank Interest - General Account</b>	6.64
0.00	<b>Bank Interest - Term Deposit</b>	640.77
0.00	<b>Club Affiliation Fees</b>	1,775.00
0.00	<b>Equipment Hire</b>	0.00
0.00	<b>Grants Received</b>	0.00
0.00	<b>Other</b>	978.00

<u><b>\$1,310.00</b></u>	<b>TOTAL RECEIPTS</b>	<u><b>\$20,100.41</b></u>
--------------------------	-----------------------	---------------------------

**PAYMENTS:**

**Meet Pool Hire Fees:**

0.00	7/10 Encouragement meet	0.00
0.00	District Championships	0.00
0.00	High Performance	0.00
0.00	Proficiencies	0.00
0.00	Short Course	55.55
0.00	Sprints / All Junior	0.00
0.00	Winter InterClub	10,000.00
0.00	Other Meets	528.00
<hr/>		
\$0.00		\$10,583.55

**Meet SV Levy:**

0.00	7/10 Encouragement meet	0.00
0.00	District Championships	0.00
0.00	Proficiencies	0.00
0.00	Short Course	1,534.00
0.00	Sprints / All Junior	0.00
0.00	Other Meets	0.00
<hr/>		
\$0.00		\$1,534.00

**Officials:**

0.00	7/10 Encouragement meet	0.00
0.00	District Championships	0.00
0.00	Proficiencies	0.00
0.00	Short Course	0.00
0.00	Sprints / All Junior	0.00
0.00	Other Meets	580.00
<hr/>		
\$0.00		\$580.00

**Room Hire:**

0.00	Meetings	0.00
0.00	Officials Room	0.00
0.00	Presentation Night	0.00
		<hr/>
		\$0.00

**Administration / Other:**

0.00	7/10 caps and shirts	2,384.00
0.00	Bank Fees	0.00
0.00	Bus hire	0.00
0.00	Catering	195.46
0.00	Equipment	34.95
0.00	Grants	0.00
0.00	High Performance	0.00
0.00	Insurance	280.36
0.00	Internet charges	23.18
0.00	Medals	0.00
0.00	Meet Program Manager	0.00
0.00	Other	163.54
0.00	Postage / PO Box	0.00
0.00	Trailer Registration	0.00
0.00	Stationery	0.00
0.00	Trophies	320.00
		<hr/>
		\$3,401.49

\$0.00

\$3,401.49

---

**\$0.00****TOTAL PAYMENTS**

---

**\$16,099.04**

---

---

**\$1,310.00****NET PROFIT / (LOSS)**

---

---

**\$4,001.37**

**Metro West Swimming Victoria**  
**Statement of receipts & payments**  
**FEBRUARY 2019**

MONTH		YTD
	<b>RECEIPTS:</b>	
5,000.00	Meet Entry fees	21,700.00
0.00	Bank Interest - General Account	6.64
674.61	Bank Interest - Term Deposit	1,315.38
0.00	Club Affiliation Fees	1,775.00
0.00	Equipment Hire	0.00
0.00	Grants Received	0.00
0.00	Other	978.00
<u>\$5,674.61</u>	<b>TOTAL RECEIPTS</b>	<u>\$25,775.02</u>
	<b>PAYMENTS:</b>	
1,949.18	Meet Pool Hire Fees	12,532.73
3,780.00	Meet SV Levies	5,314.00
0.00	Officials	580.00
0.00	Room Hire	0.00
1,075.80	Administration / Other	4,477.29
<u>\$6,804.98</u>	<b>TOTAL PAYMENTS</b>	<u>\$22,904.02</u>
<u>(\$1,130.37)</u>	<b>NET PROFIT / (LOSS)</b>	<u>\$2,871.00</u>

<b>RECONCILIATION:</b>	
Opening Cash Book Balance 1 July 2018	\$76,464.23
Add Receipts	\$25,775.02
Less Payments	\$22,904.02
<b>Closing Cash Book Balance 28 February 2019</b>	<u>\$79,335.23</u> <u>\$2,871.00</u>

<b>Comprised of:</b>	
Term Deposit (balance 28 February 2019)	\$53,288.69
<b>General Account:</b>	
Balance as at 28 February 2018	26046.54
Plus Undeposited Receipts	\$0.00
Less Unpresented Cheques	\$0.00
	<u>\$26,046.54</u>
<b>Total Assets</b>	<u>\$79,335.23</u>

**THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK**

**Metro West Swimming Victoria  
Statement of Receipts & Payments  
FEBRUARY 2019**

**MONTH**

**YTD**

**RECEIPTS:**

**Meet Entry Fees:**

0.00	7/10 Encouragement meet	7,790.00
3,660.00	District Championships	4,330.00
0.00	High Performance	0.00
0.00	Proficiencies	580.00
0.00	Short Course	0.00
1,340.00	Sprints / All Junior	1,980.00
0.00	Winter InterClub	0.00
0.00	Other Meets	7,020.00
<hr/>		<hr/>
\$5,000.00		\$21,700.00

0.00	<b>Bank Interest - General Account</b>	6.64
674.61	<b>Bank Interest - Term Deposit</b>	1,315.38
0.00	<b>Club Affiliation Fees</b>	1,775.00
0.00	<b>Equipment Hire</b>	0.00
0.00	<b>Grants Received</b>	0.00
0.00	<b>Other</b>	978.00

<hr/> <b>\$5,674.61</b> <hr/>	<b>TOTAL RECEIPTS</b>	<hr/> <b>\$25,775.02</b> <hr/>
-------------------------------	-----------------------	--------------------------------

**PAYMENTS:**

**Meet Pool Hire Fees:**

1,375.88	7/10 Encouragement meet	1,375.88
0.00	District Championships	0.00
0.00	High Performance	0.00
573.30	Proficiencies	573.30
0.00	Short Course	55.55
0.00	Sprints / All Junior	0.00
0.00	Winter InterClub	10,000.00
0.00	Other Meets	528.00
<hr/>		<hr/>
\$1,949.18		\$12,532.73

**Meet SV Levy:**

3,780.00	7/10 Encouragement meet	3,780.00
0.00	District Championships	0.00
0.00	Proficiencies	0.00
0.00	Short Course	1,534.00
0.00	Sprints / All Junior	0.00
0.00	Other Meets	0.00
<hr/>		<hr/>
\$3,780.00		\$5,314.00

**Officials:**

0.00	7/10 Encouragement meet	0.00
0.00	District Championships	0.00
0.00	Proficiencies	0.00
0.00	Short Course	0.00
0.00	Sprints / All Junior	0.00
0.00	Other Meets	580.00
<hr/>		<hr/>
\$0.00		\$580.00

**Room Hire:**

0.00	Meetings	0.00
0.00	Officials Room	0.00
0.00	Presentation Night	0.00
		<hr/>
		\$0.00

**Administration / Other:**

0.00	7/10 caps and shirts	2,384.00
0.00	Bank Fees	0.00
0.00	Bus hire	0.00
0.00	Catering	195.46
0.00	Equipment	34.95
0.00	Grants	0.00
0.00	High Performance	0.00
0.00	Insurance	280.36
0.00	Internet charges	23.18
1,075.80	Medals	1,075.80
0.00	Meet Program Manager	0.00
0.00	Other	163.54
0.00	Postage / PO Box	0.00
0.00	Trailer Registration	0.00
0.00	Stationery	0.00
0.00	Trophies	320.00
		<hr/>
		\$4,477.29

\$1,075.80

**\$6,804.98****(\$1,130.37)****TOTAL PAYMENTS****\$22,904.02****NET PROFIT / (LOSS)****\$2,871.00**