



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 10th October at 7.00pm

Attendees: Cam Nation (President / NWA), Seb Bettiol (Secretary / PROP), Janine Boyton (Treasurer / SSC), Vince Taylor (WAQA), Ros Jones (MLN)

Apologies: Jamie Taafe (Vice-President / SUN), Julie Walsh (Competitions Officer / MLN), Margaret Arnold (District Referee / LVN), Maureen Harris (AQW), Ros Jones (MLN), Justin Gallop (HOP), Natalie Lemieszek (WYN), Jenny Lawton (EDA)

1. Meeting Open, Attendees & Apologies

The Delegates Meeting on Wednesday 10th October was opened at 7.15pm by Chair Cam Nation.

Attendees & Apologies noted as per above.

2. Conflicts & Legal Documents

Nil.

3. Previous Minutes

Motion moved to ratify the minutes of the Delegates Meeting on Wednesday 12th September.

Moved: Seb Bettiol

Seconded: Vince Taylor

CARRIED

4. Matters Arising From Previous Minutes

Nil.

5. Correspondence from Swimming Australia or Swimming Victoria

Swimming Victoria correspondence regarding call for Director nominations.

Swimming Victoria invitation to 125th Anniversary Celebration on Friday 2nd November @ The Glasshouse.

Swimming Australia correspondence requesting permission to use elements of Metro West website for Club Website Templates.

6. President's Report

Verbal report presented.

Metro West details on Consumer Affairs Victoria's 'MyCav system' have been updated to reflect new Management Committee. Note that there is an outstanding Annual Statement for the 2017-18 financial year that will be submitted by the President in the coming week.

Proposal to update Australian Taxation Office listing to change the details/individuals linked to the District's ABN.

Transition to new emails completed for President, Secretary, Competitions Officer & District Referee. Vice-President & Treasurer transition or setup still to be completed.

Website has continued to be developed – positive feedback from Swimming Australia who have asked to use the frontpage buttons that we have designed to make available for all clubs. New website system still has a complicated backend, and there is a lack of customisation available.

Mailchimp mailing lists now active for Metro West members & Metro West delegates. Ability to now send timely & formatted emails with a one click unsubscribe option. Metro West members mailing list currently at 625 members.

Received notification from Footscray Swimming & Water Polo Club that they have no registered swimmers for 2018/19, and will therefore not be sending a delegate to meetings. Will seek guidance on this matter from Swimming Victoria.

Flagged possibility that Swimming Victoria **may** require all swimmers to have one parent registered with Swimming Victoria. Presently Swimming Victoria are requiring all swimmers to have a parent linked on the ClubLane system without charge, although this could translate to be linked with a charge in 2019-20. Will seek confirmation from Swimming Victoria.

Currently working on a Development / Performance squad model to present at next meeting.

Currently discussing potential sponsorship options with a number of businesses. Seeking guidance to continue discussions, with hope of presenting something at the next meeting.

Received insurance quote for covering Metro West assets (approx \$88,000 of equipment). Original quote for 2018-19 was **\$2,114.22** through JLT Sport. I have reviewed the coverage with JLT at length, removing elements such as public liability and other items covered through Swimming Victoria's coverage. Adjusted quote is **\$255.67**. Items covered:

Unspecified Items: Blanket Cover \$7,500

Specified Items: Timing Equipment - \$35,000, Electronic Scoreboard - \$15,000, Laptop Computers & Software - \$5,000

Update on Metro West Delegates for Season 2018/19:

| | | |
|-----------------------------------|--|--------------------------------------|
| Altona: | Hoppers Crossing: Justin Gallop | Sunbury: |
| Aqua Wolves: Andrea Sutton | Hume City: | Sunshine: Jamie Taafe |
| Artemis Aquatics: | Laverton: | Swimland: Janine Boyton |
| Brimbank: | Melb Uni Prop: Seb Bettiol | Western Aquatic: Vince Taylor |
| Essendon District: | Melton: Ros Jones | Wyndham: Natalie Lemiesek |
| Footscray: | North-West Aquatic: Cam Nation | |

Moved: Cam Nation
Seconded: Seb Bettiol

CARRIED

7. Treasurer's Report

Tabled by Janine Boyton as per **Appendix A**.

Motion to add Cam Nation as a fourth signatory to the Metro West account.

Affiliation invoices to be distributed to clubs the week commencing Monday 15th October.

Moved: Janine Boyton
Seconded: Seb Bettiol

CARRIED

8. Competitions Officer's Report

No report tabled in Julie Walsh's absence.

9. District Referee's Report

No report tabled in Margaret Arnold's absence.

10. General Business

- 10.1 Metro Optus Junior Dolphins Meet (2018). Confirmation meet will run as a qualifying meet. Current entries approximately 600 splashes with two days left to enter. Margaret to generate officials & volunteers roster when entries close. Julie to confirm if any extra assistance needed prior to the day of the meet (eg. Organising water, catering etc). Note that 11/under bather rule to be enforced. Note that Swimming Victoria have changed entry fee for finals (charge per athlete, not per event).
- 10.2 District Championships (2019). Planned for weekend of Saturday 23rd & Sunday 24th February. Main sessions to run as per last year. Meet to remain at Broadmeadows. Start times dependent on pool availability. Distance events to run as follows (pending pool availability): Friday 1st February (800m events) & Friday 8th February (1500m events). Event cost to remain as per 2018 being \$10.00 per event.
- 10.3 Metro All Junior Heats (2019). Planned for Sunday 17th March pending confirmation from Swimming Victoria that finals entries will still be open & pool availability.
- 10.4 Proposal to look into a Multi-Class come & try day.
- 10.5 Note to remind clubs to provide a delegate for meetings to ensure all clubs have an active role in the running & functioning of the District.

Moved: Cam Nation
Seconded: Vince Taylor

CARRIED

11. Meeting Close

The Chair closed the meeting at 8.39pm

APPENDIX A

PAGE 1 OF 3

Metro West Swimming Victoria Statement of receipts & payments SEPTEMBER 2018

| MONTH | | YTD |
|-------------------|---------------------------------|--------------------|
| | RECEIPTS: | |
| 1,724.50 | Meet Entry fees | 9,010.00 |
| 3.26 | Bank Interest - General Account | 3.26 |
| 0.00 | Bank Interest - Term Deposit | 640.77 |
| 0.00 | Club Affiliation Fees | 375.00 |
| 0.00 | Equipment Hire | 0.00 |
| 0.00 | Grants Received | 0.00 |
| 0.00 | Other | 978.00 |
| <u>\$1,727.76</u> | TOTAL RECEIPTS | <u>\$11,007.03</u> |
| | PAYMENTS: | |
| 0.00 | Meet Pool Hire Fees | 10,000.00 |
| 0.00 | Meet SV Levies | 1,534.00 |
| 0.00 | Officials | 0.00 |
| 0.00 | Room Hire | 0.00 |
| 0.00 | Administration / Other | 328.36 |
| <u>\$0.00</u> | TOTAL PAYMENTS | <u>\$11,862.36</u> |
| <u>\$1,727.76</u> | NET PROFIT / (LOSS) | <u>(\$855.33)</u> |

| RECONCILIATION: | | |
|--|---------------------------|--------------------------|
| Opening Cash Book Balance 1 July 2018 | \$76,464.23 | |
| Add Receipts | \$11,007.03 | |
| Less Payments | \$11,862.36 | |
| Closing Cash Book Balance 30 September 2018 | <u>\$75,608.90</u> | <u>(\$855.33)</u> |

| Comprised of: | | |
|--|-------------|---------------------------|
| Term Deposit (balance 30 September 2018) | | \$52,614.08 |
| General Account: | | |
| Balance as at 30 September 2018 | \$22,994.82 | |
| Plus Undeposited Receipts | \$0.00 | |
| Less Unpresented Cheques | \$0.00 | |
| | | <u>\$22,994.82</u> |
| Total Assets | | <u>\$75,608.90</u> |

APPENDIX A

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Metro West Swimming Victoria Statement of Receipts & Payments SEPTEMBER 2018

| MONTH | | YTD |
|-------------------|--|--------------------|
| | RECEIPTS: | |
| | Meet Entry Fees: | |
| 1,170.00 | 7/10 Encouragement meet | 1,410.00 |
| 0.00 | District Championships | 0.00 |
| 0.00 | High Performance | 0.00 |
| 554.50 | 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 |
| <hr/> | | <hr/> |
| \$1,724.50 | | \$9,010.00 |
| 3.26 | Bank Interest - General Account | 3.26 |
| 0.00 | Bank Interest - Term Deposit | 640.77 |
| 0.00 | Club Affiliation Fees | 375.00 |
| 0.00 | Equipment Hire | 0.00 |
| 0.00 | Grants Received | 0.00 |
| 0.00 | Other | 978.00 |
| <hr/> | | <hr/> |
| \$1,727.76 | TOTAL RECEIPTS | \$11,007.03 |
| | 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 | 0.00 |
| 0.00 | Sprints / All Junior | 0.00 |
| 0.00 | Winter InterClub | 10,000.00 |
| 0.00 | Other Meets | 0.00 |
| <hr/> | | <hr/> |
| \$0.00 | | \$10,000.00 |
| 0.00 | 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/> | | <hr/> |
| \$0.00 | | \$1,534.00 |
| 0.00 | 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 | 0.00 |
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| \$0.00 | | \$0.00 |

APPENDIX A

| | | |
|-------------------|--------------------------------|--------------------|
| 0.00 | 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: | |
| 0.00 | 7/10 caps and shirts | 0.00 |
| 0.00 | Bank Fees | 0.00 |
| 0.00 | Bus hire | 0.00 |
| 0.00 | Catering | 0.00 |
| 0.00 | Equipment | 0.00 |
| 0.00 | Grants | 0.00 |
| 0.00 | High Performance | 0.00 |
| 0.00 | Insurance | 280.36 |
| 0.00 | Internet charges | 0.00 |
| 0.00 | Medals | 0.00 |
| 0.00 | Meet Program Manager | 0.00 |
| 0.00 | Other | 48.00 |
| 0.00 | Postage / PO Box | 0.00 |
| 0.00 | Trailer Registration | 0.00 |
| 0.00 | Stationery | 0.00 |
| 0.00 | Trophies | 0.00 |
| <hr/> | | <hr/> |
| \$0.00 | | \$328.36 |
| <hr/> | | <hr/> |
| \$0.00 | TOTAL PAYMENTS | \$11,862.36 |
| <hr/> | | <hr/> |
| \$1,727.76 | NET PROFIT / (LOSS) | (\$855.33) |
| <hr/> | | <hr/> |