

CQSA



**CENTRAL QUEENSLAND SWIMMING ASSOCIATION
MINUTES OF MANAGEMENT MEETING
5th January, 2010
Meeting held Online**

AGENDA ITEM		TOPICS / POINTS OF DISCUSSION	OUTCOME /ACTION REQUIRED
1.	Opening	President welcomed members in attendance.	Opened 7:56pm
1.1	Attendance	David Milburn, Geoff Rafter, Jody Hiron, & Naomi McGilvray Guest: Shari Hancox & Angela Szonyi	
1.2	Apologies	Jenny Smith	
2.0	Previous Minutes	It was moved that the minutes of the MM held on the 10 th November 2009 were a true and accurate record.	Moved by: Naomi Seconded by: Jodie Carried
2.1	Business arising - previous minutes	Nil	Moved by: Seconded by: Carried
3.0	Correspondence	Nil – Correspondence will be deferred to the next MM due to States, Christmas and upcoming CQ Sprints meet.	Moved by: Seconded by: Carried
3.1	Business arising from Correspondence	Nil	

4.0	Treasurers Report	<p>CQ has purchased the updated HY-TEL Software [Meet Manager 3.0 & TM 5.0]. This was a requirement since clubs are presently using either program to run their meets and the association needs to be able to store and publish results.</p> <p>CQ has also needed to purchase the updated MYOB accounting program 18.5</p> <p>Other regular association accounts are being paid as they are received or fall due</p> <p>Our auditor has indicated the irregularity identified in the Chart of Accounts should be addressed this financial year by allocating the items that are shown within the 'equity suspense account' to their correct expense accounts. It is anticipated that this will affect account balances for this financial year, however once addressed our accounts will be tidied up for future reporting.</p> <p>David is meeting with our auditor next week.</p> <p>Explanation notes will likely accompany the auditor's report to our next AGM.</p>	<p>Moved by: Geoff Seconded by: Jodie Carried</p>
5.0	Registrars Report	Nil	<p>Moved by: Seconded by: Carried</p>
6.0	Records Stewart's Report	Nil	<p>Moved by: Seconded by: Carried</p>

<p>7.0</p>	<p>Coach Sub – Committee Report</p>	<p>JX Swimmers 10,11, & 12 [recognized by Swimming Australia in the swimming season 2008-2009] and who are competing at the CQ Sprint Meet are having their nominations paid for in their age group events.</p> <p>McDonalds have made available some merchandise to be distributed to these JX swimmers during the meet.</p> <p>The association had wanted to provide a team experience for the JX Swimmers without interfering with their individual club allegiances. Something along the lines of Boys V's Girls. Assistance will be required and if able to be sourced, it will be done at the meet.</p> <p>Suggestions for future JX team competitions are invited and should be forwarded to David.</p> <p>Sponsorship review of McDonald' support allocated to CQ Swimming Association. \$10,000.00 in total - \$5,000 of this is in goods and the remaining \$5,000 in cash. This sponsorship, particularly the cash component, is yet to be received and we are not aware of how the full amount will eventually be acquitted.</p> <p>However, at this point in time, the cash component has been 'ear marked' to be used to provide the following:</p> <ul style="list-style-type: none"> Relay T-shirts for the members, reserves and coaches who have had swimmers selected into the 2009 relay teams competing at State Titles. Silicone CQ Cap for each participant in the Regional Relays. Meet the nominations for eligible JX swimmers competing this coming weekend at the CQ Sprint Meet. Supply our Technical Officials with a suitably embroidered shirt displaying McDonald's logo. Meet costs associated with providing suitable recognition for the McDonald's 2010 CQ Championships. <p>It is possible that in this first year some association funds may be needed to meet any shortfall in the anticipated activities.</p> <p>Management confirmed that all future JX recognition [by way of free nomination for their four age division events] should be attached to this CQ Sprint meet and that ways be identified to provide the best possible experience for the eligible swimmers in attendance.</p>	<p>Moved by: Seconded by: Carried</p>
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8.0	Finance Sub – Committee	Nil	Moved by: Seconded by: Carried
9.0	Technical Officials Sub – Committee	Nil There is progress to complete the Technical Official t-shirts for CQ Champs.	Moved by: Seconded by: Carried
10.0	CQ Championship Program Review Sub – Committee	Nil	Moved by: Seconded by: Carried
11.0	General Business	<p>Letter and Pool Hire invoice received from Biloela Swim Club: Letter concerned with the previous minutes regarding the verbal advice received by Dave [that Biloela would be unable to host CQ Champs]. This advice he had reported to a previous management meeting. Biloela confirmed this was not the club's position and it seems that Dave had been mis-informed. The club expressed interest in hosting the meet in 2010.</p> <p>A tax invoice [for pool hire for the 2010 CQ Championships in the amount of \$3,300.00 with the pool manager wanting pool admission as well] accompanied Biloela's letter. This invoice is similar to a previous Biloela quote that was received in 2009 [and rejected].</p> <p>It was confirmed that this championship event was held in 2009 at Rockhampton for \$1,000.00 and a review of income and expenditure for the meet in 2009 showed only a small income surplus. Research indicated that should this pool hire charge be accepted [to use Biloela pool] the nominations fees would need to set at \$8 per event to effectively cover this pool hire cost.</p> <p>A letter to Council from the Biloela Club concerning the hire cost and a request to receive a Council subsidy to offset a portion of the pool hire was not tabled at their Council's most recent meeting. Therefore, with time running out to settle on a suitable venue, management has determined the 2010 CQ Championships will not be conducted at Biloela.</p> <p>The meeting authorized Dave to contact Rocky & Gladstone Clubs regarding hosting the 2010 CQ Championships at a pool hire cost similar to recent years.</p>	Moved by: Jodie Seconded by: Geoff Carried

11.0.1		<p>Letter from Gladstone Club re- records for 17 & 18 year olds and disability. The letter which was originally forwarded onto Toni English by email and a copy cc to CQ Office and others. This letter had been forwarded to individual committee members by Dave for discussion by the management committee at a future meeting.</p> <p>Dave indicated that when he had received an update of CQ records from our record steward shortly thereafter, that he had formed the opinion that the issue had been resolved and had let the matter lapse.</p> <p>He explained that it was only during a phone conversation shortly before this present meeting that he became aware that he had misinterpreted the outcome of the record update he had received and as a consequence of this, he raised the letter for discussion by the management committee tonight.</p> <p>It was discussed that when management had not received the “record recommendations for these age divisions” as per the 2008 AGM, that it was considered unfair for 17 & 18 age swimmers not to be able to contest the \$1,500-00 CQ Prize-money on offer at the Championships.</p> <p>As a consequence, it was resolved that the open “record times” would be used so swimmers in the 17/18 age division would have the opportunity to share in prize-money and that once the events had been swum at the 2009 Championships, the fastest time recorded by the 17 & 18 year old swimmers would become the set records for these age divisions.</p> <p>It was discussed that all records made to be broken and felt that over a period of time all of the 17 & 18 age division records will be in place.</p> <p>Geoff moved Management had already made a determination and should there be disagreement with management’s decision then the matter should be addressed at the AGM where all delegates could have their say. Second Jodie.</p>	<p>Moved by: Geoff Seconded by: Jodie Carried</p>	
12.0	Next Meeting	9 th February 2010		
12.1	Closure	Meeting Closed at 8:40pm		
	Title	Name	Signature	Date
Signed	President:	Dave Milburn		
	Secretary	Naomi McGilvray		

