

HERTFORDSHIRE AMATEUR SWIMMING ASSOCIATION

Minutes of the MANAGEMENT BOARD (MB) meeting held at the Welwyn Civic Centre on 10 March 2009 commencing at 8.00 p.m.

PRESENT: I J Watson (Chairman), A Bowell, G Chivers (Finance Officer), Mrs J Cook
Mrs J Evans, J C Hunter, P Jackson, A Lennard, I Mackenzie, D Milton, B Thompson
and J Wardley.

Apologies for absence were received from D Cook and Mrs S Mackenzie.

MINUTES OF PREVIOUS MEETING

MB09/18 The minutes of the Management Board meeting held on 12 January 2009 had been circulated and were approved.

MATTERS ARISING

MB09/19 There were no matters arising from the minutes of the above Management Board meeting.

NOMINATION TO ACM OF PRESIDENT FOR 2009-10

MB09/20 The Chairman informed the meeting that Mr Derek Milton had indicated his willingness to allow his name to go forward to the ACM for election as our 2009-10 President. The meeting unanimously agreed that Mr Milton will be nominated to the ACM for election.

RELEVANT CORRESPONDENCE

MB09/21 The Finance Officer informed the meeting that he had received notification that the fees have increased for hiring rooms at the Welwyn Civic Centre from 1 April 2009.

FINANCIAL ITEMS

MB09/22 A report from the Finance Officer was circulated which showed the following information as at 9 March 2009.

Total Assets	£55,336.76
<u>Less</u>	
Reserve funds and known commitments	<u>£23,911.58</u>
Available funds	<u>£31,425.18</u>

MB09/23 The capitation fees for 2008 received via the ASA to date total £16,495.50 with a further £234.08 notified but not yet received. Notification had also been received that the sum of £2,256.08 was currently due for 2009 capitation fees.

MB09/24 The Board reviewed the Finance Officer's report of the Finance Sub-committee meeting held on 18 February 2009 without significant comment. The Finance Officer supplemented this report by illustrating the type of reports now available from the Sage software package that is used to produce our accounts.

MB09/25 The following resolution was unanimously approved – "Mr Grant Chivers, Mr Ian Mackenzie and Mr Ian Watson shall be appointed forthwith as the authorised signatories of the Association's Investment Account number 138003944 with National Savings and Investments (NS&I).

CLUB FORUM – 4 MARCH 2009

MB09/26 The Chairman began by thanking Mrs Cook, Mr Hunter and Mr Mackenzie for all the work they put into organising the recent Club Forum and expressed his satisfaction that virtually every member of the MB been present on the night.

MB09/27 The meeting then considered the report compiled by Mr Hunter and Mrs Mackenzie detailing the topics that were most widely discussed on the night. It was decided to take the following actions:

- A detailed follow-up report of the Forum will be circulated to all clubs.
- The Swimming Committee will be responsible for taking the necessary actions to introduce and develop Open Water activities, particularly including 'taster sessions', integrating a County competition with the East Region's event.

- c) A follow up session will be held to deal principally with the subject of swim21. It will aim to assist those clubs who are finding gaining accreditation difficult and will draw on the expertise that exists in those clubs that have already completed the process and to help build links between all our clubs. Mr Hunter agreed to prepare the programme for the next Forum with help from as many people, both from the MB and elsewhere, as he felt was appropriate.
- d) It was noted that no visits to meetings of club committees by MB members will be arranged until the next Forum has been held; the matter will be reviewed at a future meeting.

MINUTES OF COMMITTEES

- MB09/28 Diving – The minutes of 17 February 2009 and the associated Development Plan update had been circulated and were considered without significant comment.
- MB09/29 Education – The minutes of 26 February 2009 and the associated Development Plan update had been circulated and were considered without significant comment.
- MB09/30 Swimming - The minutes of 25 January 2009 were considered without significant comment.
- MB09/31 Water Polo - The notes of a meeting, which was not quorate, held 20 January 2009 and the associated Development Plan update were considered without significant comment.

SYNCHRONISED SWIMMING

- MB09/32 Mr Mackenzie reported that the East Region had obtained a new Synchronised Swimming Manager and things were beginning to move forward at Regional level. A meeting has been convened on 23 March 2009 to which representatives of Aqualina SSC, Potters Bar SSC and the new synchronised swimming club at Dacorum have been invited so that developments in the County can be considered.

ASA EAST REGION REPORT

- MB09/33 Mr Mackenzie circulated a report on behalf of our representative to the Regional Management Board held on 22 February 2009, including the following items:
 - The Dacorum Borough Synchronised Swimming Club has begun the process of affiliation to ASA East Region. Ian Mackenzie will continue to advise HASA with regard to the granting of affiliation.
 - There has been a positive regional meeting for synchronised swimming, which hopefully will help to re-generate this discipline in the East Region.
 - A swim21 support package is currently being put together by the Region which will soon be available to all interested clubs.
 - Nominations for the ASA East Region silver pin award can be submitted at any time by Hertfordshire ASA; the awards are for significant contribution to swimming (all disciplines) either long-term or a one-off contribution. The nominee must be currently active in the sport. Initially, any nominations should be sent to Sheila Mackenzie.
 - The Region still needs a Welfare Officer. Suggestions should be made direct to the Region or via Sheila Mackenzie.
 - The restructuring of the administration of swimming in the Region, and indeed nationally, following the launch by the ASA of Free Swimming, is now underway, with interviews currently taking place for the County Swimming Coordinators (who will replace the Regional Development Officers). A presentation of the re-structuring process was given at our recent Club Forum on 4 March 2009.

COUNTY SWIMMING COORDINATORS

- MB09/34 Mr Mackenzie felt that in view of the ASA's intention to appoint a County Swimming Coordinator (CSC) in each county, to be based at the local sports partnership, we should resurrect the Swimming Action Group (SAG). It was agreed that the initial membership will be Mrs Cook, Mr Mackenzie and a representative from our Swimming Committee.

INFORMAL DINNER

MB09/35 Mrs Cook asked if there would be sufficient support from MB members for an informal dinner, similar to those that have been held in recent years. It was agreed that there was the required level of support and Mrs Cook volunteered to arrange the event at the Ramada Hatfield Hotel, on the preferred date of Friday 15 May 2009.

There was no further business and so, after confirming the date of the next meeting as Wednesday 13 May 2009, the Chairman declared the meeting closed.

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Approved by the Hertfordshire ASA Management Board

Date