

**Minutes of Eastleigh and Oaklands Committee Meeting held at Oaklands on
Wednesday, 5th May, 2010 at 6.15 p.m.**

Present

Dave Summers, Elaine Bonnon, Debbie Laing, Cath Allsop, Lyn Nicholson, Keven Shepherd and Kat Brace

1.0 Apologies received from

Samantha Pragnell, Stephen Gillespie and Nick Masters

2.0 Minutes of last meeting

Minutes to be agree via email

3.0 Accounts

3.1 Update on Monthly Accounts

All L2S money in and all wages out. DL said that the club was paying out more than it was getting in and that it was not even close to breaking even. As at the end of March net wealth was a deficit of £600. DL questioned whether we still owe money for Saturday mornings at Oaklands but EB confirmed that from January onwards had been included. The figure did not however include 50% of Level 1 course costs paid for Peta and Adam.

3.2 General Financial Procedures and Accounting Practice including Learn2Swim

No items were discussed.

3.3 Employment Contracts – ongoing with DS. Letters to be sent out to paid coaching staff.

4.0 Learn to Swim

No update as Sam was not at the meeting.

5.0 Payment to Coaches

5.1 Agreement on future policy for payment of Training Course fees

DS said any agreement for payment will subject to finances. Currently Peta and Adam have received 50% of Level 1 course costs. Other part not due until October and will it will be reviewed at the October Committee meeting whether up to 50% will be paid. DL suggested sending out an email to confirm about payment and training costs to confirm situation. EB to send out email.

5.2 Agreement on appointment/payment for teaching sessions. (clarification)

DS clarified the club does not just pay people because they have a qualification, only if there is a vacancy on the coaching staff. All people involved in helping on poolside will be notified of any vacant positions when they become available. DS had spoken to GA who indicated that they didn't need anyone else to be paid for the club. It was agreed that there would be no new paid coaches until a vacancy arose at which point the coaches would inform the committee and the post would be advertised. Anybody interested can then apply for the position and the successful applicant would be selected from those that applied.

5.3 Payment for Mandy at Level 2 rate - deferred to meeting Monday 10th May.

6.0 Update on Actions from Previous Meeting

6.1 Public Liability Insurance - displayed on Notice Boards

6.2 Revised Club Constitution - forwarded to ASA for approval (via Cath)

6.3 Payment of 50% of Level 1 Course Fee has now been made to both Peta and Adam

6.4 Notes circulated for discussion/agreement re: payment of Course Fees and Teaching Sessions

6.5 Attended meeting at Fleming Park with Mimi Donaldson and Elaine Blowers regarding forging closer links and partnership working with them. Discuss items raised/arrange addition meeting

6.6 Swim 21 documentation for Revalidation submitted. Further work necessary to keep Swim 21 folder up to date.

7.0 Club Website

EB said that a couple of things had been updated and that the results from the latest open meets were now up. Paid vacancies will from now on be advertised on the website.

8.0 Marketing and Sponsorship Strategy/Fundraising

8.1 Next fundraising event - Fun Gala to be held on Saturday 8th May

KS said that the fun gala was pretty much up together - 67 people taking part. GA to present swimmer awards again at beginning and KS to hand out medals at the end. CA said she had the number for the Daily Echo and wondered if it might be a nice idea to invite them along to do a follow up article from the previous one. All agreed for her to do this.

8.2 Fun Gala Raffle

All raffle prizes now got.

9.0 Swim 21

Folder submitted. Review next time the amendments needed. DS suggested compiling a list of updates and then delegating the tasks out. EB said that she would bring a section at a time to the committee meetings

10.0 Coaches' Report

KS indicated that the regionals were at the end of May. He was attending the second weekend. He indicated that GA could only do one day of the first weekend. JW has said that he is willing to cancel his arrangements, but doesn't then want GA to turn up as well and say he doesn't need to be there. It was decided that JW be the official coach for the weekend and if GA wanted to go up he could do this on his own backing.

11.0 Membership

LN indicated that there were 98 members in the club - four people had resigned. KB questioned whether this included the new Red Lodge swimmers. LN indicated that it did not include Red Lodge swimmers. DS suggested the need to arrange a meeting with Alan and GA to discuss situation as swimming at both pools at the present time. It was also questioned whether Red Lodge were ASA registered as if not the swimmers were not insured. DS said he would talk to GA about the swimmers. LN Indicated that £4911 had been made from the annual fees so far. She also indicated that a lot of people had not raised their monthly standing order so still owe the club some money. LN to email those people who have not paid.

Table to show squad numbers and monthly payment as at 1/5/10

Squad	Members	Fees	Total
Club	12	47	564
Junior Club	14	47	658
Progressive	19	39	741
Development	21	34	714
Junior Development	3	32	96
Improvers	13	30	390
Masters	10	32	320
Social	5	30	150
Associate	1	11	11
	98	302	£3644

12.0 Any Other Business

12.1 Update on links with Romsey and Totton Swim Club and Red Lodge

DS indicated that the idea of creating links with RATS was primarily aimed at cost saving. He felt that the first thing to do would be to get everyone from both clubs dual registered with the ASA. It was agreed that both clubs would send a letter to the ASA as soon as possible. Steve Harrison indicated that the first opportunity to get a link up and running could be the summer swimming provision. It was agreed that the coaching staff needed to get together to have a look and see which sessions should be run or cut out and look at available pool space. Any move would be done to save cost for both clubs with the possibility for the potential to open up summer sessions to development squads. Steve to contact KS to arrange a meeting to discuss. KS to report back to committee. It was also hoped that another area where costs could be cut was coaches' expenses and meet costs at regionals and other open meets. Both clubs to target same events, such as Fareham Nomads open meet. DS suggested that RATS let the club know their current pool costs so it could be decided where sessions could be run. Steve also indicated that further down the line a bridging mechanism would be needed to bring the two clubs fees into line as currently RATS have a higher joining fee and lower training fees than EOSC. He also indicated

that he is becoming an IOS tutor and therefore would be able to offer subsidised places through funding for Level 1, 2 and CPD courses. DS suggested that the next thing to do would be for both club committees to meet together and tell each other about timetables, fees etc. Steve also suggested time trials for all children in order to aid team selection for events where the clubs would borrow each other's swimmers, such as Rother League and National Arena League.

12.2 Early Morning swimming sessions – currently two or three people attending.

12.3: Public Liability insurance - Valid Certificate for 2010/2011 now in possession. Copies now displayed on notice boards.

12.4 and 12.5 Partnership working with Fleming Park/ Strategic planning for future structure of Club

EB had a meeting with Mimi from the Swim Academy and discussed ways to work together. Fleming Park indicated that they wanted to market the whole thing as a progression, whereby FP would provide for up to level 7 and the club could then deliver stages 8, 9 and 10 and perhaps fill the later L2S timeslots with older swimmers. KS and KB to review stages to see if feasible to deliver. KB suggested that if FP wanted the club to assess the swimmers on stages 8, 9 and 10 the use of the programme Swimsoft may help, with all the admin, as it can produce registers and progress reports. EB suggested that an update on numbers from FP was needed. Currently FP payments are done by standing order and costs are for over 50 weeks, divided by 12, rather than per term. Costs per sessions are £4.75 compared to our L2S which is £4.50. EB also indicated that FP suggested having an open evening in June, on a two hour Sunday night session, to give up a lane for a trials night. It was decided that this would be the 13th June. KS indicated that he was away at the regionals this weekend. KB to organise and sort out. Ask Adam if willing to help out. It was agreed as short of coaches that day Adam would be paid for that evening if he was able to help.

12.6 Alan Wheelan

Had discussions with Alan - need to finalise with him the repayment to the club.

12.7 Email addresses

KS indicated that he had lots of email addresses of the parents of swimmers on the gala slips and that he wasn't sure how many of these had signed up to the alert. He felt that a letter was needed asking for permission to use the emails for sending out club info so that as many people were informed about club information. KS to give EB email addresses.

12.8 Recruiting volunteers

KB suggested contacting SYA who provide volunteering placements for people aged 16-24 to see if they could provide the club with any volunteers to help with admin and other areas. Committee agreed for KB to go ahead and contact them.

13.0 Date of Next Committee Meeting, Sub-Committee Meetings

The next committee meeting will be held on Monday 7th June 2010, at Fleming Park Leisure Centre at 6.15pm.

Additional meeting Monday 10th May, at Fleming Park, at 8.00pm.