

MINUTES OF: North Queensland Swimming Association Inc – Management Meeting			
Date: 10 August 2010	Time: 7.00pm	Chair: Judy Hicks	Venue: Skype Link
Present: Judy Hicks, Louise Baker, Theresa Manning, Lee Day, Alan Johnston			
Apologies: Nil			

Item No.	Discussion Item	Details	Actions/Outcomes
1.	Previous Minutes	Minutes Moved L. Baker Seconded T. Manning	
2.	Business Arising from previous minutes	Nil	
3.	Financial Report	<p>Louise Baker As @ 31 July 2010</p> <ul style="list-style-type: none"> o working account \$14,564.40 o investment account \$35,599.75 <p>Moved L. Baker Seconded T. Manning Carried</p>	
4.	Technical Committee Report	<ul style="list-style-type: none"> o Mentor Program correspondence sent out, A. Johnston will send a copy to T. Manning o 3 NQ Officials went along to Australian S/C Champs o Karen Donnell chosen by SQ to go to New Zealand o 25/8/10 Starters Forum – Tim Hiller attending. Erin Collis attending as a guest speaker to talk about becoming a starter in a region. o Alan Johnston will be holding a training seminar at Richmond prior to their meet in September. 	
5.	General Business		
(a)	NQ Forums	<ul style="list-style-type: none"> o 3 out of the 4 Forums scheduled for this season have been very well received. The first 2 due to be held this weekend 14th & 15th August with Mackay set to go on Saturday and Bowen on Sunday. Townsville will be finalised next week. o Western Forum – 18th September. 2 options of getting to Julia Creek, (1) drive (2) Fly/Drive. Because of the time restrictions Fly/Drive the better option, J. Hicks prior to the meeting had sourced prices for the trip and the cost will be \$1200 for 2 people to travel to Julia Creek to conduct the Forum. A. Johnston commented that he had the contact name of the person to speak to at Julia Creek and would pass it on to J. Hicks. A. Johnston also mentioned they would supply the room free, NQ would just have to pay for morning tea and or afternoon tea if required. J. Hicks advised the meeting that the fuel and accommodation cost would be covered by the grant NQ had received. L. Day commented that it was a good idea to offer members in the West of the region a chance to attend a seminar closer to their home and moved that NQ pay for the Fly/Drive arrangement, seconded A. Johnston. CARRIED 	

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(b)	JX – YPS Camp	<ul style="list-style-type: none"> ○ The camp is to be held at Mackay on September 11th & 12th. J. Hicks advised the meeting that there were 19 swimmers and 6 coaches attending. J. Hicks also advised that NQ will be looking at billeting the swimmers and putting the coaches in motel accommodation. 	<ul style="list-style-type: none"> ○ J. Hicks to finalise
(c)	JX Team Trip	<ul style="list-style-type: none"> ○ To be held at the Whitsunday Meet on 30th October. At this stage the bus is booked. 	<ul style="list-style-type: none"> ○ J. Hicks to continue working through
(d)	Team Managers	<ul style="list-style-type: none"> ○ As of the 1st November 2010 a new SQ rule will be in place stipulating all team managers that go away on trips will have to be accredited. Exemptions to the rule will be people that are teachers and coaches 	<ul style="list-style-type: none"> ○ T. Manning to email to all committee members once notification has been received in the mail from SQ.
(e)	Grant Applications	<ul style="list-style-type: none"> ○ To assist clubs in grant applications it was suggested that all clubs notify NQ of the type of grant they were applying for so that a letter of support from NQ could be done to accompany their application. Letters coming from governing bodies are always a very positive heavy card to have when clubs are submitting grants requests. ○ L. Day also suggested that this request to clubs should also be added in the new NQ handbook so that all incoming committees year to year are aware of the help NQ can offer via a letter of support. 	<ul style="list-style-type: none"> ○ J. Hicks to make and addition of Grant Applications in Handbook.
(f)	Grants	<ul style="list-style-type: none"> ○ Woolworths - unsuccessful ○ Townsville City Council - unsuccessful funding requested for NQ Champs ○ Telstra Assistance Fund - unsuccessful funding requested for second starter unit ○ Sport & Rec - unsuccessful funding for Forum & handbook 	<ul style="list-style-type: none"> ○ N. Platz to continue to apply for grants
(g)	Tri Regions Challenge	<ul style="list-style-type: none"> ○ Initially the president of FNQ approached J. Hicks and D. Milburn for feedback on any interest in a meet that involved the 3 regions FNQ, NQ & CQ. The discussions have progressed to where a location has been chosen and other issues need to be addressed – <ul style="list-style-type: none"> a) Location – Mackay b) Teams of no more than 20 per region c) Accommodation of teams - these teams would need to be billeted out or something similar d) Transportation to get these teams to Mackay – i.e. travel Saturday to meet and Sunday home e) Meals <p>A schedule of events for the weekend. i.e. Saturday hold meet from 5pm – 7pm, then hold a disco afterwards. Sunday hold meet 8am to 10am, travel home after meet finished.</p> <p>Discussions and planning is still in its infant stages and needs the commitment from all three regions to be successful. All costs to hold the meet each time along with the team transport, accommodation and meals as well as any officials attending their transport, accommodation and meals would be divided by 3.</p> <p>J. Hicks asked the committee if they were happy for her to continue discussions with FNQ & CQ. It was a unanimous decision for J.Hicks to continue.</p>	<ul style="list-style-type: none"> ○ J. Hicks to continue in discussions with FNQ & CQ.

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(h)	Ross River	<ul style="list-style-type: none"> ○ L. Baker informed the committee that there has been no update from the lawyers as yet after we had taken their recommendation and instructed them to ahead with doing up the documents to have the persons in question sign off on an acknowledgement of debt. This acknowledgment would also state that if all monies are not paid back in full NQ could take action to sue them. 	<ul style="list-style-type: none"> ○ L. Baker to update committee when lawyers have contacted her.
(i)	TM6	<ul style="list-style-type: none"> ○ The new version of Team Manager is now available and NQ need to purchase the upgrade so as to be current and in line with SQ. J. Hicks requested that NQ purchase the new version. T. Manning moved that NQ purchase the new version, seconded L. Day. CARRIED ○ L. Day suggested that NQ send out and email to all clubs advising them that they must upgrade to the new version as well because when it comes to importing entry files it becomes a very difficult task if a visiting club has submitted nominations from an old version of Team Manager and the host club is using the correct current version, this leaves the race secretary or whoever is entering the nominations to enter them by hand!. T. Manning commented that last season she had sent out an email to all clubs to update their systems with the current version and will do the same again this season. 	<ul style="list-style-type: none"> ○ T. Manning to send out email to all clubs.
		Meeting Closed 8.15 pm	