

Swimming North Queensland – Management committee Meeting

Date: 30 th September 2018	Time: 12.10pm	Chair: Theresa Manning	Venue: Sports House meeting Room
Invitees: Committee – Theresa Manning (President), Karen Donnell (Vice-President), Linda Hiller (Secretary), Alan Johnston (Technical Sub-Committee) Guests – Nil Observers – Nil			
Apologies: Marina Marson (Treasurer),			

Item No.	Discussion Item	Details	Actions/Outcomes
1.	Meeting Open	12.10pm	
2.	Present/Apologies	<ul style="list-style-type: none"> As Above 	
3.	Receipt & Adoption of Previous Minutes	Previous minutes dated 30 th May 2018 were tabled Motion <i>“that the previous minutes be accepted”</i> Moved: Linda Hiller Seconded: Alan Johnson	CARRIED
4.	Business Arising	4.1 Please refer to action list for all outstanding items from previous meetings 4.2 Mount Isa – Theresa Manning to follow up on email received from Alan Johnston regarding the Mount Isa swimming club and forward email to Linda Hiller for distribution to all Management Committee 4.3 Judy Hicks to add the Julia Creek meet as approved into the SNQ calendar 4.4 SNQ Regional Captain Duties letters are approved to be sent 4.5 BTC (Charters Towers)- still awaiting on payment of fees for the school meets and AJ advised he has not been paid for his role of Technical Official. AJ is to forward details of payment to Linda Hiller and Linda Hiller will phone BTC to follow up with payments Outstanding items from emails: <ul style="list-style-type: none"> Brothers 	Theresa Manning to follow up on email and forward to Linda Hiller. Linda Hiller to advise Judy Linda Hiller to forward Alan Johnston to forward details to Linda Hiller for follow up with BTC
5.	Correspondence	Incoming <ul style="list-style-type: none"> Bank Statements (Linda Hiller has suggested we switch to online statements) Outgoing <ul style="list-style-type: none"> 	Linda Hiller to discuss this option with Marina Marson to see if we are able to switch to online statements.
6.	Financial Report	The financial report was tabled in Marina's Absence Motion <i>“that the financial report be accepted”</i> Moved: Theresa Manning Seconded: Alan Johnston	CARRIED
7.	Registrars Report	No Report	CARRIED
8.	Race Secretary Report/Records	Race Secretary Report Records Report tabled for ratification Moved: Karen Donnell Seconded: Alan Johnston	CARRIED

14.	Meeting Closed	2pm	