

SNQ PLANNING DAY

Sunday 30th September 2018

9:00am

Townsville Sports House

Minutes

Attendees: Theresa Manning, Alan Johnston, Karen Donnell, Linda Hiller, Judy Hicks, Matthew Beauchamp, Danielle Henne, Tina Roberts, Louise Baker

Apologies: Helen Cushing, Bindi Cussen, Leigh-Anne Pokarier, Jacinta Pennisi, Bethea Pattel, Ayr Swimming Club, Charters Towers Swimming Club, Mackay Swimming Club

Meeting Opened: 9.10am

1. SNQ Governance

- 1.1. SNQ By-laws (amend the Committee positions for current season) - Linda Hiller to update the By-laws to reflect the current season Committee members.

2. 2017/18 Financial Plan

- 2.1. Budget allocations (review) Treasurer is unavailable for this meeting so there are no budget reports.

3. Other Business

3.1 Meet application criteria/swim meet application policy

- Judy Hicks presented a swim meet criteria to the meeting and suggested a checklist for meet requirements be added to meet applications. For next season when the draft calendar is sent out to clubs with meet applications, no club names will appear in the calendar, it will simply show what meet requirements are for particular weekends which will allow all clubs a better selection of dates. Judy Hicks to prepare a meet package and forward to management for approval and will also forward the first draft of the calendar for approval.

3.2 Meet application/flyer/O&E/results process – formal document for a clear set out of procedures for office positions and clubs

- Judy Hicks has suggested a Policy for all clubs for the process of meet applications right through to results be documented so all clubs are aware of the procedures for the SNQ Region. Judy Hicks to prepare the policy document and forward to Management for approval and distribution.

3.3 Development timeline requirements and overhaul of TOR A & C sub Committee and Coaching panel

- Judy Hicks has suggested a timeline for development activities be documented so as the A & C Development team elected each year are aware of requirements. Judy to document a timeline for activities and forward to Management for approval and distribution.
- The TOR for the Coaching Panel and A & C Development Committee conflict with each other which has been discussed previously. Judy Hicks will merge the documents into one Policy and forward to management for approval.
- Judy Hicks advised Collinsville/Scottsville swimmers were missed from the Development listings that were sent to clubs. Lindy to advise Helen and update the listings.
- A & C Development team have been advised a meeting at the Gardens meet will be a great opportunity for all to get together and discuss the activities and dates for next season. SNQ Management will sit in on the meeting for guidance if required.

3.4 NQ CHAMPS - are there any changes

- Events to be added are 1500m women's and 800m men's
- Theresa to make enquiries with the new pool complex in Mackay to see if the timeline would be suitable for NQ Champs 2019.

3.5 Grants – What items do we require - Headsets for Referee/Officials at meets

Grant suggestions for Judy to commence with are:

- Backstroke ledges (AJ to source info and give to Judy)
- Headsets for pool deck officials
- Electronic Marshalling Boards
- Grants to send a team of athletes to the Arafura Games in 2019

3.6 State team relay shirts (sizing?) for EOI's to go out to clubs

- Judy Hicks to forward the previous relay shirt sizing guide to AJ to see if Cueldee can accommodate the smaller sizes required.

3.7 Website

- Danielle has transferred all information to the new website and is just waiting on approval from management to go live.
- Danielle is to enquire on meet entry eligibility for the new website before we hit the live button
- It has been suggested that it would be beneficial for Danielle to run a training session on the new website for all clubs in the Region. Danielle has agreed to do this.

Meeting closed: 12.00pm