

HERTFORDSHIRE AMATEUR SWIMMING ASSOCIATION

Minutes of the **MANAGEMENT BOARD (MB)** meeting held at the Welwyn Civic Centre on 22 September 2008 commencing at 8.00 p.m.

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

Apologies for absence were received from: D Cook, Mrs J Cook and J Wardley.

MINUTES OF PREVIOUS MEETING

MB08/105 The minutes of the Management Board meeting held on 2 July 2008 had been circulated and were approved.

MATTERS ARISING

MB08/106 re MB08/101 In response to a question, it was explained that in view of the likely time taken to decide on the items on the agenda for this meeting the Chairman had decided to hold over to the November meeting the topic of the Association's role in providing support to its clubs in furthering the sport in the County. The Chairman will circulate a questionnaire to provide the basis for the discussions.

RELEVANT CORRESPONDENCE

MB08/107 There was no relevant correspondence.

FINANCIAL ITEMS

MB08/108 The Finance Officer reported the following information as at 21 September 2008.

Total Assets	£63,747.39
<u>Less</u>	
Reserve funds and known commitments	<u>£27,462.23</u>
Available funds	<u>£36,285.16</u>

MB08/109 The capitation fees for 2008, received via the ASA, total £15,000.00 to date.

MB08/110 The Board reviewed the Finance Officer's reports of the Finance Sub-committee meetings held on 2 April & 17 July 2008 without significant comment.

FILLING OF VACANCIES

MB08/111 The Chairman reported the following developments in connection with recent resignations:

- Association Secretary – no developments, the Chairman is continuing to deal with the administrative work of the post.
- Diving Manager – Mr Wardley is covering the administrative role of the post. No member of the Diving Committee or the affiliated clubs from this discipline is willing to take on the role.
- Swimming Manager – Shortly after the last MB meeting, Mr Bryan Thompson had volunteered to take on this post. The Chairman had contacted all members of the Board by email and had received unanimous approval for Mr Thompson to fill this role. The Chairman had informed all MB members (by email on 8 July 2008) of this situation. It was unanimously agreed that Mr Thompson be appointed as Swimming Manager with immediate effect in accordance with Constitutional Rule 20.9.
- Synchronised Swimming Manager – it was agreed to continue to leave this post vacant at the present time.

MINUTES OF COMMITTEES

MB08/112 **Diving** – The minutes of 15 July 2008 had been circulated and were considered without significant comment.

MB08/113 **Education** - The minutes of 11 September 2008 had been circulated and were considered without significant comment, other than the following item.

MB08/114 It was noted that that the Education Committee considered that because the financial support which Hertfordshire ASA provides for members of its clubs to attend training courses originates from the affiliation fees paid by all clubs the Association should "continue to provide funding to all HASA affiliated clubs, irrespective of their Swim21 status" (Minute E08/75).

- MB08/115 Mr Mackenzie again expressed the view that the Association's role was to provide funding and assistance to those clubs that are already Swim21 accredited or are progressing towards such accreditation. He also pointed out that the accreditation process had recently been revised to make it simpler for clubs to obtain both initial accreditation and re-accreditation. Mr Mackenzie agreed to provide information about the current status of Hertfordshire clubs' involvement in Swim21 accreditation processes.
- MB08/116 These conflicting views were debated at length and a proposal was then made that "The Association should only provide financial assistance to those clubs that are Swim21 accreditation or are actively working towards it." The following amendment was made to this proposal that "The Association should for an initial period of one year continue to provide funding to all HASA affiliated clubs, irrespective of their Swim21 status." The meeting carried the amendment by the necessary simple majority of those members voting (Constitutional Rule 22.4.6). Subsequently, a vote on the amendment as the substantive proposal was carried by the necessary majority. It was also agreed that the Education Manager will inform all clubs of this decision; which will be reviewed at the MB meeting in September 2009.
- MB08/117 **Swimming** - The minutes of 16 July 2008 including the supplement showing claims for five new County Records were considered without significant comment.
- MB08/118 A note was also circulated giving details of certain changes to the Conditions for our Swimming Championships and Competitions as published in the 2008 Handbook. For historical reasons, there are several instances where the information published in our Handbook and on our website conflict. It was agreed that until this situation is fully resolved the Swimming Committee shall be empowered to decide on which version of words reflects the reality of the current situation and to take all necessary actions to advise all clubs accordingly. Subsequently, a full report shall be made to the next available meeting of the Management Board.
- MB08/119 It was verbally reported that at the meeting held on 16 September 2008 it was recommended that Alan Bowell, Caroline Holt and Ian Mackenzie should be elected as members of the Swimming Committee in order to fill some of the vacancies that currently existed and this was unanimously agreed in accordance with Constitutional Rule 20.9. This left two further vacancies still to be filled.
- MB08/120 **Water Polo** - The minutes of 8 July 2008 had been circulated and were considered without significant comment.

ASA EAST REGION REPORTS

- MB08/121 It was reported that Mr & Mrs Mackenzie attended the Regional Annual Council Meeting as the Association's representatives. There were no representatives from any Hertfordshire clubs. The ACM had dealt with the normal matters of such a meeting and the Board expressed its congratulations to Mrs Mackenzie on her election as the Region's President Elect.
- MB08/122 The Region's Management Board met on the day of the ACM and it was again reported that the majority of Hertfordshire clubs have either completed or are making good progress with the revision of their constitutions.

DATES FOR MANAGEMENT BOARD MEETINGS AND ACM IN 2009.

- MB08/123 The Chairman invited comments on the frequency and variety of days of the week used for meetings of the Management Board during 2008 and asked if members wished to continue with the same pattern in 2009. It was agreed that the equivalent dates (or the nearest available) should be booked for the 2009 meetings.
- MB08/124 It was also agreed that the Annual Council Meeting (which in accordance with our Constitution must be held during the month of July) should be held on 1 July 2009 commencing at 8.00 pm with a Management Board meeting to be held on a date shortly afterwards.

There was no further business and so, after confirming the date of the final meeting of the year as Monday 10 November 2008, the Chairman declared the meeting closed.

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Approved by the Hertfordshire ASA Management Board

Date