



# Dingwall Amateur Swimming Club

## Minutes of AGM held on 21<sup>st</sup> September 2016

**Present:** James McPake (Chair), Melissa Maclennan (Treasurer), Andrew Clark (Head Coach), Jordan MacDonald (Assistant Head Coach), Neil Robinsons (MC), Aileen Mackay (Parent), Keith Wilson (Parent), Elaine MacDonald (Parent), Dawn Chisholm (Parent), Nicola Mitchell (Parent), Allison Robertson (Parent).

**Apologies:** Rhona Morrison (Membership Secretary), Emily Finlayson (Assistant Coach), Gordon Lyall (MC), Scott Munro (Parent), David Bryan (Parent), Yvonne Boyd (Parent), Eilidh Brown (Parent), Fiona Simpson (Child Protection Officer), Lesley Gunn (Parent), Alex Gunn (Parent), Julie Davidson (Parent), Hazel Chisholm (Outgoing Secretary)

Item	Discussion	Action
1	James and Andrew opened the meeting, welcomed all and introductions were made.	
2	Apologies received prior to the meeting as above	
3	<p><b>Approval of Minutes from last years AGM:</b> Minutes of previous years AGM were read through briefly and points highlighted:</p> <ul style="list-style-type: none"> <li>• Discussion still to be had re: costs of swimmers entering competitions, who is liable for cost of entry fees, travel, accommodation etc. Melissa recommended that we view each competition in isolation. Andrew mentioned that competitions will remain largely local until such a time the club affiliates to Scottish Swimming.</li> <li>• The Club has thrived since taking on Rachel Thomson and Emily Finlayson last year however Rachel has since moved off to University in Glasgow leaving only three coaches. Andrew raised that he would like to find a new coach to bring in and mentioned that he spoke with Iona Finlayson to see if she would like to come in for a trial run.</li> <li>• The Club has increased youth involvement with Erin Robinson, Ellie Souter and Fiona Beveridge all assisting poolside and the Coaching Staff are extremely happy with how they have come on.</li> </ul>	<p><b>Committee to discuss</b></p> <p><b>Coaching staff to discuss</b></p>
4, 5 + 6	<p>Reports were delivered and are attached at the end of the minutes.</p> <p><b>Treasurer:</b> Although fees are in line with last year's, an increase in pool time has resulted in an increase in coaching and pool hire costs. This couple with no fundraising during the year has resulted in a deficit. However, Melissa and the Committee agree that an increase in pool time is a huge plus for the Club. Melissa also noted that Coaches should be declaring all income received from Club as self-employed income for tax purposes.</p>	

7	<p><b>Election of Management Committee Members:</b></p> <ul style="list-style-type: none"> <li>- <b>Secretary: Vacancy</b></li> </ul> <p>No new Management committee Members were elected due to low attendance at the meeting and parents present having other commitments already; however the Club is always looking for volunteers to assist with organising events, assisting poolside during competitions and assisting with the committee.</p> <p>If you require any further information on what this would involve please contact Andrew at: andephark@gmail.com or James McPake (contact details with Andrew).</p>	All parents
8	<p><b>Constitution</b></p> <p>No changes made to the constitution however Andrew reiterated that parents should wherever possible notify him of absences in advance as it affects the organization of each training session.</p>	All parents
9	<p><b>Training Structure Changes:</b></p> <p>A presentation was shown by Andrew, detailing where the Club is at present and how it should progress in the future.</p> <p>Andrew raised the following points:</p> <ul style="list-style-type: none"> <li>• Our membership is large (roughly 104 members), with our key age group being 12-14 year olds. This poses a significant challenge to coaches as there is often a wide range of varying abilities within each coaching session.</li> <li>• Proposal to introduce a 4-tier Squad System (Development, C Squad, B Squad, A Squad) and have swimmers grouped based on their ability.</li> <li>• Will provide a pathway for progression within the Club, giving the swimmers something to aim for and allowing the Coaches to train all swimmers to a better degree.</li> <li>• Will allow the Club to decrease the log jam at the Development end of the Club with some swimmers ready to progress but no space available.</li> <li>• Extra pool time has been gained on a Sunday morning (12pm – 1pm) starting after the October Holidays 2016. Andrew proposes that we offer this extra one hour to our current Sunday swimmers until January 2017.</li> <li>• As of January 2017 invite B Squad swimmers to attend the 12pm – 1pm slot on a Sunday morning as well as their usual session midweek.</li> <li>• Working with the Committee, the Coaching Staff, Parents and the Leisure Centre we hope to gain more pool time by Summer 2017 whereby it is hoped that the Club can implement the Squad System fully. This will mean a change of training days for some swimmers, however, the long term development of the Club and it's swimmers is at the core of this proposed change.</li> </ul> <p><b>Full Presentation will be emailed to all parents.</b></p>	<p><b>Coaching Staff and Committee to work with Leisure Centre to gain more time.</b></p> <p><b>B Squad swimmers parents to be notified before the end of the year.</b></p>

	Discussions still to be had regarding fees, however Melissa noted that income from fees has remained steady. Fees will be looked at and not necessarily changed and a decision will be reached.	
9	<p><b>Any other business:</b></p> <ul style="list-style-type: none"> <li>• Possible competition between Western Isles Swim Team and Dingwall ASC sometime in the Winter months. An old trophy, dating back 20+ years has recently been unearthed and both Clubs are keen to reignite this old contest.</li> <li>• Coaches commented on the success of the Summer Camp in August and already have plans underway for next year.</li> </ul>	<p><b>Andrew and WI Head Coach, Stuart.</b></p>
8 11	<p><b>Date &amp; Time of Next Meeting:</b></p> <p style="text-align: center;"><b>Still to be decided.</b></p> <p>James closed the meeting and thanked everyone who attended the meeting or made submissions. Committee Reports found below:</p>	



## Chairman's Report 2015-16

Good evening and thank you all for making the time to attend our AGM this year.

I would like to apologise in advance for this report as being a Chairman is still pretty new to me, but I will do my best.

It has been quite an eventful year which started with the resignation of our previous Chairman and Treasurer, which I think was a bit of a shock to us all.

Moving on from there the remaining committee members and **coaches especially**, did a great job keeping the club together. And out of nowhere I found myself volunteering to be the new club Chairman, at the time I must admit I wasn't sure it was a good idea as I am better known for my sarcasm and bad jokes than making serious decisions. But after the year we have had at the club it is definitely a privilege to be in the position.

Everyone got stuck in and made a difference, Gordon started a new part time job as a cheque runner going from door to door, and Neil was stalking bank tellers at the Bank Of Scotland with the same paperwork over and over again. But I think we can laugh about it now. At the centre of the Club the coaches not only kept things on a good keel but I feel have stepped everything up a few levels with lots of new ideas and as always heaps of enthusiasm. My highlight of the year having to be the Lochaber Duel in the Pool, in which every single swimmer gave 110% effort and although they did not win the trophy on the day I certainly think we left Lochaber triumphantly, we have definitely got them worried for next time.

We have also seen our committee strengthened with Hazel, Rhona and Melissa which I would compare to Brendan Rodgers joining Celtic this year. Sorry Gordon that would be the sarcasm I mentioned at the start.

Unfortunately due to the committee resignations last year the club was unable to complete the affiliation with Scottish Swimming, but we have not disregarded the idea. I think it would be a good goal to aim for as it would highlight the clubs high standards, give the more competitive swimmers a chance of competing at a higher level and benefit the coaches also.

Hopefully in the New Year we will be able to implement our new squad system which should free up a bit of space and make things more efficient for the coaches.

So to round things up I would say we started the year with a large summit looming over us, but we are now enjoying the marvellous view standing at the top looking forward to the challenges of the future.

*James McPake. (Chairman)*

## Treasurer Report 2015-16

**DINGWALL AMATEUR SWIMMING CLUB  
INCOME & EXPENDITURE  
FOR THE YEAR TO 30 JUNE 2016**

	2016	2015
	£	£
<b>Income</b>		
Membership Fees	12,748.50	12,842.50
Members Contributions to T-shirts/Hoodies	1,216.00	0.00
Members Contributions to Swim Suits	0.00	660.00
Members contributions to Travel	0.00	130.00
Summer Camp (July 2015)	90.00	0.00
Sponsored Swim	0.00	2,271.50
Cake Sale	0.00	407.25
Sale of Swim Caps	0.00	10.00
	<u>14,054.50</u>	<u>16,321.25</u>
<b>Expenditure</b>		
Coaching	7,012.50	5,230.00
Insurance	171.39	76.47
Alness Pool Hire	1,475.70	1,197.29
Dingwall Pool Hire	5,478.25	3,887.05
Meeting Room Hire	28.50	0.00
T-shirts/Hoodies/Caps	1,718.70	0.00
Trophies	0.00	195.35
Apparel	0.00	3,477.24
Administration Expenses	0.00	101.68
Competition Expenses	395.00	365.00
Association Expenses	(20.00)	140.00
	<u>16,260.04</u>	<u>14,670.08</u>
Deficit (Expenditure over Income)	(2,205.54)	1,651.17
Opening Bank Balance at 1 July	9,382.18	7,731.01
Closing Bank Balance at 30 June	<u>7,176.64</u>	<u>9,382.18</u>
Per Bank Statement at 30 June	8,929.83	10,323.78
Outstanding cheques/Invoices	(1,953.19)	(941.60)
Overpayments	200.00	0.00
	<u>7,176.64</u>	<u>9,382.18</u>

Prepared By: Melissa MacLennan

Melissa MacLennan (Treasurer)

Verified By: A. MacLennan

Fiona MacLennan (Auditor)