

Dingwall Swim School  
Minutes from AGM  
August 28<sup>th</sup> 2014

Apologies

Shona Watson, Michael Beveridge, Rhona Morrison, Simon Kelt, Lauren Beaton, Clare/Andrew Murray, Wendy Urquart, Fiona Waters, Yvonne Boyd.

Present

Pauline Jezewski, Lesley Mackenzie, Fiona Macleman, Joanie Cushnie, Ewan MacNab, Neil Anderson, Faye McPake, Neil Robinson, Michelle Wallace, Gordon Lyall, Kirsty Finlayson, Fiona Simpson, Amy McFarlane, Julie Davidson, Keith Logan, Claire Connelly, Angela Cushnie, Andrew Clarke and Jordan Macdonald.

Minutes from last AGM 5.9.13

The minutes were approved by Pauline Jezewski as correct.

Chairs Remarks

Pauline who was acting Chair over the summer thanked everyone for coming. She said how we have come along way this year with our coaches Andrew and Jordan. They took over these roles from Jean and Alan who retired last year. The new coaches have brought lots of enthusiasm and ideas including designing the new costumes, more timings, weekly plan, Starter Club and encouraging affiliation. The committee has also worked hard getting the paperwork/banking up to date and everyone informed by email with the minutes.

The next step is to get a core group to meet and fill in the application form for affiliation with Scottish Swimming including a constitution. This will provide a more professional approach, good insurance cover, the chance for our club to meet with other clubs for friendly and competitive swimming.

Secretary Report

Pauline has been the secretary for the last year but is now having to step down as Secretary as she no longer has any children in the Swim School. She has been getting the email list up to date including the new members of the Starter Club. Pauline wishes committee and coaches all the best at this exciting time of the swim school. The committee thanked Pauline for her hard work.

When Andrew gets the enrolment paperwork filled in by the new parents (please provide up to date mobile and email), he retains the information he needs, then passes the paperwork on to the Membership Secretary who keeps a data base record of the information and checks the bank statements to make sure who is paying. New emails of members are then sent to the Secretary to add to the mailing list.

We did not get the MFR funding this time but there will be more opportunities in the future.

Pauline said that once we have applied to be affiliated and joined Scottish Swimming, a minimum of 10 volunteers from the committee will have to join and pay £10 each for the year, the Club will fund this, but you will be required to attend a training session at Dingwall Leisure Centre on Safeguarding & Protecting Children. This will be run by Scottish Swimming and would last a couple of hours. Fiona Simpson is our Child Protection Officer.

#### Treasurer Report

Ewan talked through the years balance. The figures for the new Starter Club will have changed for the better as there are now 23 on the books at present. We still have money saved in the bank but will be spend around £1200 on costumes and then when we get affiliated a further £2640 plus £100 for ten volunteers from the committee to join. The gala cost and medals will also be coming off in the next month.

The on line banking application is still on going.

Ewan felt it was important that the extra time and effort put in by Andrew in developing the new website and sorting out the costumes was acknowledged, appreciated and Andrew's time remunerated, the committee fully agreed.

#### Appointment of Chairperson

After some discussion of the role and meetings needed for the job, Neil Anderson volunteered to be the Chairperson, proposed by Pauline Jezewski, seconded by Ewan MacNab.

#### Appointment of Secretary

Julie Davidson took on the role of Secretary, proposed by Claire Connelly, seconded by Pauline Jezewski.

### Appointment of Membership Secretary

Michelle Wallace took on the role of Membership Secretary, proposed by Leslie Mackenzie, seconded by Angela Cushnie.

Thank you to Leslie Mackenzie for her hard work over the last year getting the payments and data base up to date.

### Election of Management Committee Members

Angela Cushnie  
Keith Logan (Funding)  
Claire Connelly (Funding)  
Fiona Simpson (Child Protection Officer )  
Michelle Wallace (Membership Secretary)  
Michael Beveridge  
Kirsty Finlayson  
Gordon Lyall  
Joanie Cushnie

### Appointment of Auditor

Fiona Macleman took on this role. Fiona will have to meet with Ewan some time to look at the bank statements and check over the income and expenditure is correct. This is a once a year job and has to be done for us to get affiliated.

### Costumes

Andrew is collecting the money for the swimming costumes this week. Check the sizes/measurements he sent by email or on face book. A small order will be placed with a variety of sizes so children can have a try on session one week, when they can come earlier for their lesson ( to be arranged). Once all the sizes were ordered and delivered the children would get their costumes at one time.

### Caps

Andrew got some designs and general pricing together to show the committee as an idea for the future. Claire and Keith said it would be an idea for funding. The designs had a place for the child's name but Michelle and several others did not think this was a good idea. Instead the name of a sponsor may go on the cap.

### Dates over Holidays

Swimming will continue as normal over the October Holiday.

Swimming will stop over the Christmas Holidays and we will stop a week before school breaks up, as it is so busy at that time.

The last session will be on Friday 12<sup>th</sup> December at Alness. The first session back will be Tuesday 6<sup>th</sup> Jan 2015.

The swimming will run as normal over the Easter Holidays.

### Our Gala

The pool has been booked for 12-4pm on Saturday 20<sup>th</sup> September for our Gala. This will be the first one ever and will be a great chance for the groups to meet up and swim together. Andrew needs to know who is coming so he and Jordan can plan the races. The coaches will need helpers to do timings, Claire and Gordy offered to help.

### Lochaber Contact

A swimming group from Lochaber contacted Andrew and would like to have a friendly gala. About 40 swimmers would be needed to take part. A proposed date was Sunday November 2<sup>nd</sup>. We could go to them and put on a bus for everyone to go on, pricing to be looked at. It would be an early start around 7am as the gala has to be 9-12noon in Lochaber. Andrew will ask who is able and willing to take part.

### Any other business

The coaches gave in their time sheets and receipts to Ewan and the money collected so far for the costumes.

A core affiliation group meeting was arranged for Tuesday 9<sup>th</sup> September at 6.30pm, upstairs at the pool viewing area. Those attending Michelle, Neil, Julie, Claire and after teaching Andrew will pop upstairs.

Lauren Beaton's daughter has very recently stopped coming to the club and so we will need another volunteer to help as a Gala Convener.

### Date of next Meeting

Thursday October 9<sup>th</sup> 7pm, Rainbow Room, Dingwall Leisure Centre.