



Dingwall Amateur Swimming Club

Minutes of the Committee Meeting
held in Dingwall Academy Meeting Room
on 19 March 2019 at 7.15pm

Attendees: Nicola Mitchell (Chair), Melissa MacLennan (Treasurer), Rhona Morrison (Membership Secretary), Gordon Lyall (Management Committee), Andrew Clark (Head Coach), Kavitha Wilson (Secretary), Jordan MacDonald (Coach), Julie Daff (Parent), Laura Roberts (Parent), Keith Wilson (Parent) and Blythe Wilson (Club Captain)

Apologies: Stephanie Innes (Vice Chair), Rachel Thomson (Coach), Fiona Richardson (CPO) and Donna Marshall (Parent)

Item	Discussion	Action
1	Nicola welcomed everyone to the meeting.	
2	Apologies were received and noted above. Please notify a Committee member or Andrew if your name has been missed from the Apologies or Attendee list.	
3	<p>Policy Documents/Parent Code of Conduct Update</p> <p>Andrew mentioned that when the Club first affiliated, it had to produce Policy Documents but that these have not been updated since 2015. There have been a few issues arise recently which have proven that these documents need to be reviewed. Andrew specifically mentioned the Parent Code of Conduct as the current one is only a few lines long, Andrew told the committee that there have been a couple of issues of late regarding questions on team selection for competitions and that he would a formal policy written up. He said that time is not the main factor when choosing teams; attitude, work ethic and enjoyment are much more important factors. Andrew produced a draft Parent Code of Conduct and this was approved by the Committee. Andrew will add a copy to the website and Kavitha will send a copy out with the Minutes and add a link to the website. Parents can either print, sign and give it back to Andrew at training or they can request a copy from Andrew and he will bring it to training for them to sign.</p> <p>Andrew mentioned that he doesn't think it is a good idea for the Club to take part in two day competitions at the moment as the logistics of this have not been worked out and it may mean an additional financial implication for parents if they have to book accommodation for two nights etc. The Committee agreed that the Club should stick to entering one day competitions for now. Andrew will produce a calendar of events/competitions and add it to the website.</p>	<p>Andrew Kavitha</p> <p>Andrew</p>

	<p>Andrew has received an email from Colleen Blair regarding the SwiMark Accreditation. Once we have specific policy documents in place and demonstrate a commitment to creating a sustainable swimming development pathway we will be able to receive a discount on our North District affiliation fee. It was agreed that Colleen should be invited to the next Committee Meeting to discuss this.</p> <p>Andrew would like to arrange training at a Long Course Pool such as Stirling University or Aberdeen Sports Village for A and B Squads as this would be good exposure for them for future events in long course pools. Andrew will email Colleen to ask for available dates and times.</p>	<p>Andrew</p>
6	<p>Upcoming Meets</p> <p>The Club have swimmers taking part in the competition in Dyce on Saturday 23rd March and in Ullapool on 27th April. The Coach in Ullapool has emailed Andrew and suggested that everyone takes part in 200m events but Andrew suggested that the event be a sprint event (50m) for all ages groups. The Coach has emailed Andrew the wrong times for his swimmers so Andrew will contact him again to ask for the swimmers' 50m times.</p> <p>Andrew recommended that the Club run another timekeeping course for parents of the Development Squad and C Squad as there are not many qualified timekeepers with the Club and most are parents of A and B Squad swimmers. He has noticed that other Clubs are inundated with qualified parents so is hoping to get more qualified with DASC. Andrew will organise a timekeeping course.</p> <p>Andrew will send a link of the website's competition page to Kavitha who will add it to the email being sent out with the Minutes.</p>	<p>Andrew</p> <p>Andrew Kavitha</p>
7	<p>Affiliation Update 2019</p> <p>Rhona confirmed that all is going well on her part of the affiliation but Melissa said that unfortunately 18 sets of fees haven't yet been paid. It was agreed that Melissa would email each parent with outstanding fees individually to ask for payment and that the cut-off date would be 22nd March 2019. If the fee has not been paid by then the swimmers would not be able to continue swimming with the Club until the fees had been paid due to insurance requirements. Andrew asked Melissa to send him a list of the swimmers who are not yet paid up so that he knows who can and who can't take part in training sessions.</p>	<p>Melissa</p>
8	<p>AOCB</p> <p>Andrew suggested that the Club do another Sponsored Swim this year and increase the distance. It was suggested that perhaps the Club try to swim the NC500 and that the parents and Coaches get involved as well and this was agreed by the Committee. Because of the timing of exams this year it was agreed that the Sponsored Swim would take place in June. Andrew will look at the calendar and pick a suitable fortnight for the Sponsored Swim to take</p>	<p>Andrew</p>

	Tuesday 28th May 2019 at 7.15pm in Dingwall Academy Meeting Room.	Kavitha
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