



Dingwall Amateur Swimming Club

Minutes of the Committee Meeting
held in Dingwall Academy Meeting Room
on 28 May 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), Julie Daff (Parent) and Laura Roberts (Parent)

Apologies: Stephanie Innes (Vice Chair), Jordan MacDonald (Coach) and Sara Simpson (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	Sponsored Swim Andrew has organised the Sponsored Swim to start of 11 th June. He said that the distances are not overly ambitious as they will have the same number of swimmers taking part as last year but the coaches will also be taking part this year. He said he would send out an email to ask if any parents would be willing to count at the poolside.	Andrew
4	Club Championships and Trophies The Club Championships will be held on 7 th September from 11.15am to 4.00pm. Andrew spoke with Lisa at the Leisure Centre and she said that we would be able to use the hall again for snacks afterwards and that Andrew could lock up so we wouldn't be rushed out when the leisure centre closed. The Committee discussed the possibility of the presentations being held elsewhere such as the Highland Farm Café where they could cater. Gordon suggested that the presentations are still held at the leisure centre but that outside caterers are brought in rather than asking the parents to bring food. Suggestions for caterers were Batty's Baps and Deas the Bakers in Dingwall and the Capstone Centre in Alness. Julie will contact Deas and Laura will contact the Capstone. Andrew said that we would need catering for approximately 100 people. Andrew has been going through the trophies and has found that we don't have trophies/shields for some events. He asked whether it may be an option to ask whether any Club members would be willing to donate a trophy or shield. The following are needed: 200m IM Shield (Boys) 13y/o IM Shield (Girls) 100m Breaststroke Shield (Girls) 100m Breaststroke Shield (Boys) 50m Fly Trophy (Girls)	Committee

	50m Fly Trophy (Boys)	
	<p>It was agreed that Andrew should source the trophies/shields instead of them being bought by individuals as they will then be similar to the ones already owned by the Club. Gordon, Melissa, Rhona, Kavitha and Julie agreed to pay for trophies/shields for some of the events so the only one still needed was the 100m Breaststroke Shield (Boys).</p> <p>Andrew said that he would be giving out medals at the Club Championships and all of the trophies/shields would be given out at the next Club party in January or February. He will shortly be preparing the newsletter so will add a note in that to ask for the trophies to be returned as soon as possible.</p> <p>Other suggestions for raising funds at the Club Championships were selling programmes to parents and a raffle. The raffle was agreed but the Committee didn't think it would be a good idea to sell the programmes to the parents.</p>	<p>Andrew</p> <p>Andrew</p>
5	<p>Summer Camp</p> <p>Andrew said that he has made the Summer Camp longer this year for A, B and C Squads. Development Squad will still have their Summer Camp on the Thursday evening. The education part will take place at Dingwall Academy and the rest will take place at the leisure centre. Melissa will work out the cost so that Andrew can get details out to the members asap. Last year it cost £20 for A, B and C Squads and £5 for Development Squad. Andrew has emailed 2 external coaches to ask them to do some land training as he thinks it would be good for the swimmers to have training from someone else as well as him. He said that we would not need to pay the coaches, maybe just get them a card and flowers or a voucher as a thank you.</p> <p>Andrew also suggested that instead of swim caps, this year perhaps we give out water bottles with the Club logo on. They would be blue translucent bottles with a pink lid and the Club logo printed on. Rightsport have quoted £550 for 100 bottles (including VAT but not delivery). It would take 3 weeks for them to be ready so Andrew said he would need to know if he can order them asap. The Committee agreed that Andrew could order the bottles at this cost as long as he saw the mock-up and it look ok.</p> <p>Andrew would like to purchase some resistance cords for the Club before the Summer Camp so that they can be used then as they are a great training tool. They cost £40 for 1 and it was agreed that Andrew could buy 6 in total.</p>	<p>Melissa</p> <p>Andrew</p> <p>Andrew</p>
6	<p>Competition Updates</p> <p>Andrew said that the swimmers have taken part in lots of competitions recently and they seem to have really enjoyed it. It has been a great experience for timekeepers, coaches and swimmers. He said that his plan is to go to as many as possible to start with and then pick and choose the best ones. The swimmers loved Dyce and Ythan.</p> <p>Andrew has been sending out information about competitions to the parents but he is still not getting many responses from them. He stressed how important it was for them to respond to him so he knows who can and can't attend competitions. It was mentioned that perhaps the emails were going into the parents' email spam folders and that's why they weren't responding. It was agreed to find out if there are any parents who know about IT and are able to help out to ensure that Club emails don't go into spam folders.</p> <p>Andrew would still like to organise a timekeeper's course. He would need a</p>	<p>Committee</p> <p>Andrew</p>

	<p>minimum of 4 and a maximum of 12. He said that they are not expensive to run and can be held one evening so it is easier for parents to attend. It was also suggested that the Club have some kind of uniform and lanyards for the timekeepers at competitions as all of the other Clubs' timekeepers at the Dyce competition were in a uniform.</p> <p>Andrew has been keeping an eye of the standards of other Clubs at competitions and knows where we are in comparison to them and where we need to be, so he has been pushing the swimmers a little bit harder recently.</p> <p>Melissa suggested that the Club buys an iPad for training to show the swimmers how they are swimming and for giving suggestions of how they can improve. The Committee thought that this was a good concept but perhaps that an underwater camera is purchased instead so that the swimmers can see their movements under the water as well. Andrew will investigate this and price up some cameras. It was also suggested that someone other than Andrew takes photos and videos at the competitions so that Andrew can concentrate on encouraging the swimmers.</p> <p>Andrew said that generally when a Club is hosting a competition they need to be able to print programmes on the poolside for the finals. The Club don't currently have anything that they can do this with so he said that it would be good if it might be a possibility for the Club to be able to do this in the future.</p>	<p>Andrew</p> <p>Committee</p>
7	<p>Policies and Documents Update</p> <p>Andrew has produced an Acceptable Use of Mobile Phone Policy which states that mobile phones are not allowed in the changing rooms, toilets or showers as they are considered to be the most vulnerable and sensitive areas. Andrew will have a box at the beginning of each training session outside the changing rooms and swimmers can put their mobile phones in there until they leave the changing rooms after the training session when they will be given back.</p> <p>Andrew would also like to update the Coaches Code of Conduct so that all Coaches know the standards expected eg no chatting together at the poolside.</p> <p>The leisure centre have a policy about now smart watches at the poolside and Andrew suggested that we also have that policy as smart watches can be very distracting and information from mobile phones can be read on them. Andrew will email it to Laura to read over.</p>	<p>Andrew</p> <p>Andrew</p> <p>Andrew Laura</p>
8	<p>New Alness Facility</p> <p>Andrew sent a letter to Joanne Crosby who is the manager of the new Alness pool expressing an interest on behalf of the Club and she sent him an email back saying that she has been following the Club's progress closely and that she will organise a meeting as soon as they start sorting out the pool timetable. Andrew has said that he would like to take as much pool time as possible and we can then reduce the time if necessary, rather than asking for too little time and needing more.</p> <p>Gordon said that he believed that moving the training to Alness should be decision made by the whole Club, not just the Committee. This was agreed so Andrew said he would send out an email and do a Facebook post with a poll to find out who would be willing to drive their children to the new Alness facility for training.</p>	<p>Andrew</p>

