



# Dingwall Amateur Swimming Club

## Committee Meeting Minutes held in Dingwall Academy Meeting Room on 19<sup>th</sup> November 2019

**Attendees:** Nicola Mitchell (Chair), Andrew Clark (Head Coach), Jordan MacDonald (Assistant Head Coach), Rachel Thomson (Coach), Rhona Morrison (Membership Secretary), Gordon Lyall (Management Committee), Julie Duff (Parent), Keith Wilson (Parent), Kenneth McKenzie (Parent), Paula Barlow (Parent)

**Apologies:** Melissa MacLennan (Outgoing Treasurer), Steph (Incumbent Treasurer), Kavitha Wilson (Secretary), Audrey Morrison (Parent), Laura Roberts (Parent)

Item	Discussion	Action
1	Nicola and Andrew 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><b>Review of Club Party 2019</b></p> <p>Overall it was agreed that the party was extremely well organised and run very efficiently. It was commented that the spread of food was superb and a massive thank you is given to all parents who brought food or drink on the night. Paula suggested that the Club Captain's play games with the younger children such as musical chairs or musical statues, Andrew and Julie agreed but also suggested that the party is for all swimmers and is also a chance for the older swimmers to unwind so agreed that at the next party both Julie and Andrew will organise more games. Andrew believed that despite not having a DJ that the music selection went down really well, he suggested that in future that more swimmers are involved in making the playlist. Angus Mitchell from Alness kindly donated his lighting and sound system to the Club for the party and it was agreed that the Club should thank Angus with a small gift or token of appreciation.</p> <p>Paula made a suggestion that when giving out the trophies that Andrew explains exactly what they trophies are for whether it be fastest time or PB's etc. Andrew explained that trophies (particularly those for Club Championships) are awarded based on points won at Club Championships. However he agreed that he did rush through the trophies a little too quickly and will endeavour to explain the reasoning behind the trophies at the next party.</p> <p>A discussion was had regarding that decision made at the last committee meeting to make the party completely alcohol free. Andrew, Nicola and Julie agreed that while we are not trying to promote alcohol, they see no harm in allowed 18+ parents and coaches to bring their own bottle to the next party. Nicola and Julie suggested that this party, and the last party in March, were both trial and error and now that we how to best run the party it will be smoother in the future. Andrew commended all swimmers for their behaviour, particularly those in A Squad.</p> <p>Overall, the consensus was that the party was a great success. The total funds raised at the party totalled £395.50. Which is a fantastic amount!</p>	<p><b>Julie, Andrew, Nicola</b></p>

4	<p><b>Highland Schools Report</b></p> <p>Andrew gave a brief report on the Highland Schools Swimming Championships held in November in Inverness Leisure Centre. Approximately 23 swimmers attended the event across a range of strokes/distances. Andrew said that this year was particularly challenging due to there being so many swimmers from different schools that meant there were multiple entry forms sent around (this resulted in Alness Academy failing to enter their swimmers however this was rectified).</p> <p>Andrew said that it was a fantastic event, particularly for those swimmers competing in 200m Freestyle events as this is a target for him moving forward, particularly given that our older swimmers are less likely to be able to enter meets with 50m races etc. Andrew commended all swimmers, particularly the four girls (Amber Cumming, Isla Sutherland, Iona MacLennan and Evie Richardson) who were competing in their first 200m event. They handled their race perfectly and it was great experience for them.</p> <p>Andrew said that the only negative was that there were a large number of children particularly for only 2 coaches and he will bear this in mind for the future.</p>	Andrew
5	<p><b>Coach Remuneration</b></p> <p>Andrew brought up the coaches pay and asked for greater clarity on precisely how much the coaches are paid and for exactly what work. The coaches used to historically get paid per hour and had to hand in a timesheet to the Treasurer each month however after the Club entered financial difficulty in early 2017 the Coaches all agreed to stop being paid per hour and decided on the following: Andrew would be paid for Sundays only (2 hours @ £15) and all other sessions voluntary while Jordan and Rachel would be paid for Thursdays only (1.75 hours @ £10) and all other sessions would be voluntary. Most recently this was changed to the following: Andrew (£150), Jordan (£100) and Rachel (£70).</p> <p>Andrew suggested that this be written in black and white and saved as a document with the Constitution for greater clarity on exactly what the coaches are getting and for what work. Andrew made it clear that he did not bring this up because he wishes to get an increase in pay he simply would like it to be clearer for the coaches and also will help in future if the Club were to employ an additional coach (see AOB). Gordy suggested that the coaches be properly paid and Julie and Nicola agreed as they have lives and expenses of their own. Gordy suggested that this be put back to how it was in the past with coaches being rota'd in to specific sessions, paid at an hourly rate, with any additional sessions being voluntary. It was agreed that this matter should be discussed further at another meeting and particularly with the Treasurer present. Kenneth asked if it would be possible to do a one year forecast of income/expenditure for the next year and all agreed that this was a good idea.</p>	Andrew, Nicola, Steph and Melissa
6	<p><b>Squads Update</b></p> <p>Andrew had an in-depth discussion regarding the Squad System, particularly Squad Movements. Andrew began by saying that he wishes to dispel some misconceptions or myths that he has heard around the Club in the last 6 – 12 months. He shared a document (<i>a work in progress</i>) that details how each Squad operates but particularly highlighted the section of the document that deals with how children move squads. Andrew started by saying that he has been involved in teaching swimming for 9 years and has been a Coach at Dingwall ASC for 6 years as of next Tuesday (26<sup>th</sup> Nov) and he is acutely aware of when all children within the Squads are ready to move. Andrew said that he is not in the business of deliberately withholding swimmers from moving Squads and takes great care to ensure that children move when the time is right for them, Andrew also made it clear that Personal Bests or speed are <b>not</b> priorities for him moving children and never has been.</p>	Andrew Jordan Rachel

	<p>Andrew wants to refine the document that he handed out to the committee so that parents within the Club are aware of how the process works with moving Squads. Andrew stated that particularly with B Squad and A Squad that the mentality of swimmers and aspects of attitude and mindset play the largest part in Squad movement than speed or technical ability.</p> <p>Swimmers will move squads when Andrew deems they are ready. He said that he does not want parents to feel that they cannot ask questions as he is more than willing to discuss progress of swimmers however he urges parents and swimmers to trust in the process and not challenge or argue with any decisions. The act of moving swimmers is not arbitrary and is done at the right time in the swimmer's development, there is no time limit set on how long a swimmer should expect to be in any particular Squad.</p> <p>Andrew hopes that this clarity will result in parents understanding how the Squad system works but also result in less instances of the Coaches feeling challenged. Andrew expressed that lately, within the last 8 – 12 months he has been made to doubt his own abilities and judgement however the committee agreed that the Coaching staff have the final say on Squad movements and know what is best for each and every athlete within the Club.</p>	
7	<p><b>Vacancy of Club Secretary – to be filled</b></p> <p>Andrew and Nicola asked if there were any parents who would like to volunteer to fill the role of Club Secretary. All you need are good computer skills (particular MS word) and an upbeat personality.</p> <p>The Club simply cannot survive without the help from volunteers and we are always looking for parents to get involved and help bring the Club forward and ensure we continually progress.</p> <p>If you would like to apply then please email Andrew directly at <a href="mailto:andephark@gmail.com">andephark@gmail.com</a> or the Committee at <a href="mailto:dingwall_asc@outlook.com">dingwall_asc@outlook.com</a></p> <p>All training and a full handover will be given, if you have any questions please email me and I'll answer any questions you may have.</p>	<p><b>Andrew Nicola</b></p>
8	<p><b>Other Relevant Business</b></p> <p><b>New Coach</b></p> <p>Andrew would like the Club to employ a new coach and created a small advertisement to be advertised to Alness and Invergordon Leisure Centre. The Club agreed that this was a good idea and Rhona said that it might be a good idea to advertise this with the Inverness College. Andrew suggested that any new coach is invited in for a <b>four week</b> probationary period to determine if it is the right fit and if the new coach bonds well with the swimmers and coaches. It was agreed that the advert would be sent out this week and will have a closing date of <b>22<sup>nd</sup> December 2019</b>.</p> <p><b>Press and Journal Bus Tokens</b></p> <p>Dingwall ASC has entered this P&amp;J competition to win a community minibus, which could be used by other organisations in the village as well. We get an entry for every 50 tokens published in the P&amp;J over the next couple of months. If you or anyone you know buys the P&amp;J please collect the tokens and hand them into the club.</p>	<p><b>Andrew Jordan Rachel</b></p> <p><b>Andrew Rachel</b></p>

	<p><b>Press Release</b></p> <p>Andrew has emailed the Press and Journal and the Ross Shire Journal to place a press release about the Club party in the paper. Keep your eyes peeled and if you find it can you let Andrew know so he can keep a cutting!</p> <p><b>New Members</b></p> <p>Andrew told the committee that the Club welcomed 9 new members to the Club and said that the assessments that the Club most recently held were the best try outs that he has seen in a long time, all of the swimmers were fantastic.</p> <p><b>Meeting New Pool</b></p> <p>Gordy asked about holding a meeting with the Alness Pool to clarify for parents the days and times of training session before asking for payment of affiliation fees in February as it may not work for everyone. At the time of asking Gordy was unaware that the Club is only looking to gain an additional 2-3 hours for A/B Squad swimmers with the majority of training remaining as it is currently. Andrew said that his initial plan was to move most of the training from Dingwall to Alness however after discussions with parents he would now be looking to increase pool time for A/B Squad swimmers by a few hours with all Tuesday, Thursday and Sunday training remaining in Dingwall as it is currently.</p> <p><b>Dingwall Pool Closure and Training in Alness</b></p> <p>The Dingwall Swimming Pool is still out of action despite being advertised to open on Monday 18<sup>th</sup> November. The Club is currently seeking alternative training in Alness for the extended closure. Andrew and Jordan have both been told by Lisa MacDonald that the pool <b>will</b> be open in a couple of weeks however the Committee were skeptical of this. Andrew will continue will liaise with Kensa Robertson to maintain training for the Club. Andrew has asked the committee get Kensa a gift to thank her for all of her support over the last few months. The committee agreed and will get a gift to thank Kensa.</p>	<p>Andrew</p> <p>Andrew Rhona</p> <p>Nicola Andrew</p> <p>Andrew</p>
	<p><b>Date and Time of Next Meeting</b></p> <p>Tuesday 14<sup>th</sup> January – 7.30pm – 9pm</p>	<p>Andrew to Book</p>