



**GCSC: COMMITTEE MEETING**

**Wednesday March 4<sup>th</sup> 2015- 6pm GL1**

Present: Committee

01.	<p>Meeting started at 18.00- All in attendance.</p> <p><b><u>Previous minutes approved – proposed by Gavin Phillips- seconded by Rod Bisset</u></b></p> <p><b><u>Chairman overview</u></b></p> <p>Discussed restructure and budget for 2015/16 and set up meeting for committee approval next week.</p> <p>Discussed improved swimmer behaviour – committee support the operational guidelines - Andy agreed it had improved behaviour.</p> <p>Rational behind fee increase discussed – fee proposal reviewed and final agreement to be reached at Restructure Meeting next week.</p> <p>All committee asked to email in their views/ concerns before the Restructure Meeting next week.</p> <p>Exec to meet with Aspire re contract and pool hire fees – concern over rising pool costs.</p>
02.	<p><b><u>Actions Arising from Previous Meetings - Additional actions from review of minutes</u></b></p> <ul style="list-style-type: none"> <li>• James not wearing GCSC kit on poolside – Andy</li> <li>• Para funding options for camp- Gavin and Amanda to meet with Para parents</li> <li>• Camp meeting once final numbers agreed from external clubs –Emma</li> <li>• Restructure and fees sign off meeting next week – Committee</li> <li>• Budget requests to be sent to Amanda – committee</li> <li>• Service contracts – Amanda</li> <li>• Close off Year End Claire /Amanda</li> <li>• Set up Limited Company /Tim</li> <li>• Calendar updating – Gavin</li> </ul>
03.	

	<p><b><u>Financial Matters Arising</u></b></p> <p><b>Treasurers Report:</b></p> <p>Claire struggling with workload and requires help- Amanda agreed to support her until we find another volunteer.</p> <p>All expenditure signed off by Exec  Year end to be prepared on an accruals basis  Reserves have been drawn to cover expenditure and this will continue next month  Restructure will help the club to address the financial situation  GL1 is at a premium – committee agreed that this may have to be looked at in the future  Exec to negotiate with Aspire in April  Need to increase numbers in Swims Skills to max 16 per group  Bank rec and statement signed off</p> <p><b><u>Memberships Report</u></b></p> <p>Emily prepared the new squad lists for fee analysis – Tim thanked Emily for all her efforts  Agreed membership fee of £45  Clarity on one months notice to terminate membership – approved by committee  Communicate to membership full ASA charges – Emily to action  All children on wait list to be given a trial- max numbers to be applied to all SS groups  Sibling discount to be presented at next committee meeting for approval  No outstanding fees for the month</p>
04.	<p><b><u>Welfare</u></b></p> <p>Exec and welfare met on Tuesday – Vic and Ann are stepping down  Discussed requirement for an external Welfare officer to mitigate the issues  Club needs to address challenges with inappropriate use of social media  Tim to ask somebody from the County Council to come in and speak to the swimmers and parents</p>
05.	<p><b><u>Head Coach Report</u></b></p> <p>See attached report.</p>
06.	<p><b><u>Fundraising</u></b></p> <p>Bag packing not well attended – was over holiday period  Emma B requested we clarify at each event why we are fundraising to improve support across membership</p> <p>Boden party not well attended and agreed not the right fundraising event for the club dynamic  Cook book to be printed and ready to sell at the Level 2  Sport England requires follow up – they offer substantial funding for specific competitive squad projects</p>

	<p>Jenny asked to put together a fundraising committee and report back to the committee Budget for general fundraising next year agreed at 4k</p>
07.	<p><b><u>Workforce</u></b></p> <p>The Sunday Open Day was poorly attended Same volunteers have come forward for level 2 Next Open meet need to implement a no help no swim policy Talked about incentives to volunteers who support our meets – reduced entry fees – to be discussed Flavia to put a proposal together for Open Meet Volunteers J1 training session 9 volunteers ready to take their exam</p> <p><b><u>Competition Secretary</u></b></p> <p>No issues with entry fee Regional entries due in April</p> <p><b><u>GCSC Level 2 –April</u></b></p> <p>No budget or projection presented Meet over subscribed Volunteers not coming forward – same parents helping again Rod concerned about the laptop – will need replacing soon Follow up required with Sue</p>
08.	<p><b><u>Communications</u></b></p> <p>Too many comms going out All comms need to be ready to go by the time they reach Rod Website not always updated – Gavin to set up meeting with Rod and Nikki Unmonitored mail response on all comms Rod requires new squad lists this week –Tim to send to Rod</p>
09.	<p><b><u>Camp</u></b></p> <p>External club interest for camp – Emma to follow up with parents-Cook book printed</p> <p>T3 – require some responses from Sports Abroad.</p> <p>Fundraising meeting agreed and activities identified – 3 volunteers have come forward to help</p> <p>Debate about the allocation of funds from fundraising for camp –Rod concerned about the level of contribution that the club will allocate from Sprint Meet - it was agreed that this would be addressed once camp numbers and budget is produced.</p>
10.	<p><b><u>AOB</u></b></p>

**Volunteer of the month- Emily Starkey- Sue Parker nominated for April**

**AGM – planning TBA**

**Level 2 – all on track no issues**

**NEXT committee MEETING WEDNESDAY 22<sup>nd</sup> April 2015**