



Gloucester City Swimming Club Limited
Minutes of GCSC Committee Meeting
at GL1 3rd May 2017 from 6.30-8.00pm

Present: Gavin, Sarah, Brian, Flavia, Vic, Rich D, Andy, Andrea

Apologies: Clair

1. Coaches Report

Report circulated, highlights below. Need input for ESSA para relay entry.

Excellent results from Welsh Nationals and encouraging results from TD and WSM open meets and strong representation at British Para Swimming International Meet.

Regular coaches meetings, lots of competitions – particular thanks to Sarah. Noted heavy workload, but trying to balance entry effort with opportunity to cancel pool time if same weekend. GL1 have agreed we can use their cupboard in Twyver for LT, once we clear the old box (Ed: new racking due mid-May) and coaches request additional weights / bands.

Several training needs, ie Teacher Rescue becoming urgent. Network working well, with more volunteers and several now qualified to coach at Level 2.

Andy/Sue have set-up a new company “Pool 2 Podium” and hope to offer additional opportunities for swimmers (in addition to October Camp). James will be part of the England coaching team at Golden Bear Meet in Hungary.

Beaufort land training well received by those that attended. Ongoing discussion about restructure, need to finalise land training details including cover. Need to remind Sam what response is pending [**Flavia**] and supply Ed’s input to coaches [**Vic**]

2. Financial Summary

Last financial year’s accounts are with auditors in preparation for AGM. There was a reasonable profit, due to increased membership and good management of pool cancelations where appropriate. This will increase reserves, but still fall short of the recommended 6 months operating costs.

Reviewed budget proposal for current year...

Largely in-line with last season, with planned pool hire / coaching updated to reflect current rates and squad fees to reflect current (full) membership. Noted that Head Coach has taken a cut, to reflect transfer of additional responsibility to other coaches. Initial concern that Cheltenham College rate had increased significantly, but now clarified and reflected in proposal.



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Sponsorship of £1500 is realistic, including County grant. However, to reflect coaches request for additional training equipment, agreed to add an additional expense of £1000 and balance this through additional fundraising.

Open Meets is based on last year's expenditure and income, but adjusted by 3% to reflect the new Hy-Tek method of collecting entries.

Competitions expenditure reflects additional cost of passes and relay entries. Competition income includes the £3 admin levy. However, it was agreed to remove this and cover the cost instead by an increase of 50p per event in Open Meet entries (from October).

Camp income and expenditure (balanced) is to support a local event or skills clinic and is not related to the October camp being run by 'Pool 2 Podium'.

Volunteer training includes TM, officials, volunteer coaching and safeguarding. CPD support for coaches should be split to a separate line.

With the alterations noted, the budget was approved by the committee for presentation at the AGM. Adjustments to be reflected in the budget [**Flavia**]

A lot of effort is spent chasing overdue competition payments (some over 3 months late). Agreed to reject entry for next competition until previous debt is cleared.

Noted that Aspire now invoice at the beginning of each month, so fees must be collected at the beginning of the month, need to clarify this in Policy [**Flavia**]

3. Open Meets / Workforce

Volunteers

Need to confirm a list of current qualifications and determine training needs [**David J**]

Define a workforce training plan, to include DBS, safeguarding, first aid and teacher rescue, so that courses can be planned in advance, prior to expiry [**Clair**]

A parents information evening is planned for Sunday 7th May, to explain about open meets, competitions and volunteering. Sarah has updated a list of Open Meet roles.

Team Managers

Emma is leading a TM1 course on Wednesday 10th May, with Marion observing, to hopefully become authorised trainer. Charge participants from other clubs £5 towards room hire.

gcscteammanager@gmail.com is active and Emma has login details.

Officials

Brian will be running another J1 course in May



Open Meets

July Open Meet internal closing date Sunday 7th May.

Sprint Meet internal closing date Sunday 11th June.

Marshalling area rules worked well in April. Ensure these are in future programmes, with a note that they will be enforced.

April 2018 Open Meet originally set as Easter weekend. Adjust to 6-8th if no other clashes.

4. Competitions

Continue to chase payment for Millfield Super Series and April Open Meet. Noted that problems with new bank account contributed to problem, so only enforce 'no-pay/no-swim' for future events. Advise coaches of debtors [**Sarah**]

Plymouth Regional Youth 29-Apr/1-May, 19 swimmers, Andy + TM attended

GCSC Club Champs L4 this weekend 6-May, 47 swimmers entered, still chasing payment. James coaching, need Promoter cover for Daisy. Limited number of officials volunteered, may need to run in 4 or 5 lanes.

Regional Age Groups at Hengrove 13/14-May and Millfield 20/21-May, 16 swimmers, James + TM, however some scratches

Cardiff International L1 26/28-May, 14 swimmers, Andy + TM, some scratches

Sevenside L3 3/4-Jun, 26 swimmers pending confirmation, James + TM

'Guide to Galas' and 'Useful Information' has been published. Limited interest in the open desk on 9-Apr.

New Hy-tek Swim Manager ready to be set-up. Appears to be no to bulk transfer of historical times, so need to set-up each event and transfer. Also need each swimmer account set-up first. Too onerous for one person to take on, so suggest an evening where everyone gets together to input / update. Test re-importing previous zip files [**Sarah**], before committing to manual re-entry.

5. Membership

Small value of fees outstanding.

Club is currently full. There are 4 trials already set-up for Sunday, but agreed no more, but have a waiting list. Squad capacity to be confirmed at coaches meeting and advise Andrea [**Andy**]



6. Welfare

No open issues

7. Communications

Sarah has relabelled the noticeboard and updated relevant information.

8. Fundraising / Sponsorship

No current activity.

9. Member of the Month

Sarah Fielder for taking on the additional tasks of updating noticeboard and volunteer roles clarification.

10. Any Other Business

CAPTAINS

Confirmed that Beth Blakelock will step in for the remainder of the season.

Captains to arrange an end of season social event [**Andy**]

Proposal required on Captains selection process for next season [**Andy**]

AGM

Date set as Sunday 18th June. Notification and nomination requests to be sent out [**Gav**].

Everyone to review their current role description on the website and identify any changes / need for additional activities to be described in a separate role [**All**]

SHOP

Without a volunteer to cover this fully, shop will have to remain closed on Sundays.

Emma will continue to monitor stock and order branded club kit (i.e. hats) when needed. Could potentially have a monthly order / collect. Need to remind people of the SwimPath online 10% discount code "Gloc10"

Team Managers continue takings some spares (i.e. hats/goggles) to competitions.

Need to provide hats to new first-time National / Regional qualifiers. List of swimmers required [**Andy**]. Discussed potential of adding dates to repeat qualifiers.



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Hoodies at April Open Meet not very popular. Review T-shirts for July, possibly from Trutex (as previous), or from SwimPath (if exclusive) [**Emma**]

Next Meeting: Tuesday 16th May, 6.30pm at the Old Pint Pot