



Gloucester City Swimming Club Limited

## **Minutes of GCSC Committee Meeting at GL1 22<sup>nd</sup> March 2016 from 6.30-8.00pm**

Present: Sue, Bernice, Vic, Gavin, Emma, Brian, Jenny, Flavia, Rich

Apologies: Mark, Andy, Carry

### **1. Review of Previous Minutes**

Previous minutes were approved as an appropriate record noting that date of this meeting was changed due to County Exec. However, concern raised that actions agreed were subsequently rescinded, due to absence of some members, e.g. introduction of per race fee from Regionals was dropped, as calculation of required amount had not been undertaken, now known to be well over £1 per race to cover the cost of relays / coach passes.

### **2. Coaches Summary**

Report circulated just prior to meeting, highlights identified.

### **3. Chairman's Summary**

#### **Swim 21**

Re-accreditation has been successful, Thanks to Sarah and all contributors for supporting this activity.

#### **GCASA County Exec**

Meeting highlights identified, including co-ordination of County calendar aiming to avoid licensed meet clashes by limiting meets per month. Grants likely to continue at same level next season. See separate notes.

#### **GL1 Contracts**

GL1 annual contracts have been renewed from 1<sup>st</sup> April. There has been some adjustment in available time, leading to some change in timetable – v9 to be distributed, effective from 1<sup>st</sup> April [**Gav**]



Andy meeting Council on 6<sup>th</sup> April, to understand if they still provide any funding or have any input. Arrange meeting with Bernie Jones (CEO) beforehand.

### 4. Financial Summary

#### Year-end status

In September, we anticipated an £8k loss. However, with reduced expenses and some reduction in pooltime, a surplus is now likely. Noted that reserves should be restored to cover at least 3 months running cost.

#### 2016/17 Budget

Flavia presented a document with key assumptions, recommendations and a draft budget.

GL1 pool costs have increased by up to 3.6%. To avoid an increase in training fees, could potentially increase the closed time, i.e. October half term. Current timetable is based on 44 weeks Tue-Fri, 40 weeks Monday and 38 weekends. Any change like this will need to be presented at the AGM in June.

The timetable will be reviewed for September, to optimise training and minimise cost. Noted that land training is cancelled too often, but has poor attendance.

The cost of relay entries, coach passes and bus hire has typically been offset by Competition entry fee and Club Champs. Concern that there is limited 'club' feel at variety of events, but Arena League is an opportunity to address this.

Payment for competitions is very difficult to reconcile, especially with several concurrent competitions, since references are poor and often paid into wrong account. An on-line payment system would significantly improve this.

Fundraising should be budgeted no more than £2.5k, based on this year's activity. Noted that some potential sponsorship, such as food product, could be sensitive re: allergies etc.

Agreed to hold a separate budget meeting on Sunday 3<sup>rd</sup> April.

### 5. Open Meets / Workforce

Entries are down for April meet and last session Sunday is particularly reduced, due to later time. Noted that this situation will be worse in July, when start time has been pushed back by 2 hours.



## Minutes of March 2016 Committee Meeting

Emma and Andrea are helping with April workforce. Still need to locate a shadow to lead July meet, since Carry is away.

Meet entry form to be modified again to declare what workforce role is being filled in support of each swimmer entering, rather than current 'encouragement', to be used from July [Mark]

Our 2016 meets have been entered on the GCASA calendar (already licensed), plus April 2017, in support of license applications. Jul 2017 too far ahead yet, but noted that October 2017 date needs to change, due to clash with inter-club champs.

### 6. Competitions

Fee per race would need to be well over £1 to cover all competition associated costs, so agreed to stick with flat £3 admin fee for now.

Noted that cost of coach support at meets with few swimmers (i.e. High Wycombe) is disproportionate, but necessary for full progression all levels.

### 7. Membership

Actively chasing approximately £1000 of missing fees, potentially down to £300.

Noted that squad moves are mandatory, unless good reason agreed with coach, to ensure potential for progression for all swimmers.

### 8. Welfare

Still have an urgent need to fill this role. Repeat advert to encourage volunteers [Vic]

Confusion over location of summary log. Vic/Ann handed to Bea/Jennie, but not currently available.

Some concerns over behaviour in changing village, may require patrol. Need to enforce behaviour policies, starting in the pool. Need to arrange the previously planned Wavepower presentation and additional squad meetings.



### 9. Fundraising

A sub-committee is required to approach potential sources. Steve Giles is willing to help with sponsorship and Rachel Levay has contacts for Para funding.

### 10. Volunteer of the Month

Agreed that 'trophy' is minimal recognition and that a publicised recognition would be better, i.e. comms / website / noticeboard.

Agreed to recognise Paul Fielder for taking on Open Meet entries and Andrea Lloyd for stepping in to fee reconciliation.

### 11. Any Other Business

Recent North Gloucestershire Network meeting was successful and indicated an opportunity to work more closely with Tewkesbury and Cinderford. See separate notes.

Need urgent comms about Cardiff camp in October, to assess potential interest and availability of helpers / Team Managers

Need to start a campaign to find volunteers to take on committee roles at AGM

**Next Meeting:** Tuesday 19<sup>th</sup> April 6.30pm