

Minute of Annual General Meeting

Kingston Amateur Swimming Club

28 January 2019

Castlemilk Swimming Pool, Glasgow.

Present (committee): Lizette Craig (LC), Andrew Moloney (AM), Cantekin Tuzcu (CT), Alasdair Nisbet(AN), Linda Tuzcu (LT), Stefan Cent (SC), Angela Wilson (AngW) Sian McLay (SMcL), Jenny Pelosi (JP), Rose-Marie Goutcher (RMG), Nicola Thomson (NicT), Iona Reid (IR) Trish Dobson (TD),

(coaches): Paul Donald (PD)

Plus attendance from wider club members

Apologies: Alan Wilson(AW); Jacqui Wilson(JW); Gillian McCarthy(GMcC)

Item		Action
1.	<p>Welcome and apologies.</p> <p>Chair (CT) opened meeting by extending welcome to all. For the benefit of those new to the process and / or not a regular attendee at committee meetings, CT explained that it has been a year of ups and downs, which has been managed with the support of all who volunteer and help at the club; and on whom the club relies.</p> <p>Described the intention to continue with the existing club ethos of being family friendly and accessible to all our swimmers at all levels.</p> <p>CT then outlined the order of proceedings for the AGM: explained that this would include small changes to the club Constitution and election of the new Committee.</p>	
2.	<p>Approval of previous minutes</p> <p>Minutes of previous AGM: Proposed by AN, seconded by SC</p>	
3.	<p>Competition Report</p> <p>Written summary report issued by the Entry Secretary (IR) with the following main points noted:</p> <p><u>Year Past:</u></p> <ul style="list-style-type: none">• Entered a wider range of competitions in 2018 than in previous years (from National level all the way down to development meet level)• Try to accommodate swimmers of all levels when selecting competition programme	

	<ul style="list-style-type: none"> • Note that of our Main Pool swimmers, almost all compete at some level and will continue to try to accommodate this • Noted that the level at which we compete will fluctuate depending on our swimmers at any given time • In 2018, had 1 individual swim and 1 relay swim at Nationals; representation at all West District events; 3 open meets; new Warrander Baths meet (which was a great event); graded meets; and development meets • Did very well at Mini League, coming 2nd in Group B • Came 2nd in Winter League • Won Valentines cup for the first time in a number of years <p>NEED more volunteers as Time Keepers, Team Managers, Judges. Noted that we are at risk of being fined at West District if we do not supply the required quota</p> <p><u>Coming Year</u></p> <ul style="list-style-type: none"> • Mini League starting in February • City of Glasgow event at Easter, which is a great opportunity for our swimmers to swim in a 50m pool (Tollcross) • Have 4 swimmers confirmed as having met SNAGS entry criteria and possibly 3 relay teams. <p>Would encourage volunteer involvement, as Timekeepers etc.</p> <p><u>Overall summary:</u></p> <p>2018 was very successful and 2019 looks promising.</p>	
4.	<p>Coaches Report</p> <p>Coaches report was delivered by Head Coach (PD) who began by thanking his coaching team. He made particular note of thanks to Lucy, Erin and Nicola, who really stepped-up their involvement before the new Level 1 coaches came on board.</p> <p>Extended thanks to CT and the rest of the Committee and gave particular thanks to IR for the huge amount of work she has been putting in behind the scenes.</p> <p>Explained that philosophy is for swimmers to take ownership of their training and in this respect, the system will be self-regulating. Noted that can see the positive results of this.</p> <p>Noted that it is very heartening when look at competition results, to see that success is not limited to a couple of swimmers; seeing a real spread of talent across the club.</p> <p>Have a swimmer who has made it to District Regional Programme, which is the first step on the Olympic pathway. Predict could have another 3 or 4 swimmers getting onto this programme.</p> <p>Has always been very conscious of talented swimmers needing to move-on. Current position means that believe can keep these swimmers longer, as there is a pool of talent that can challenge one another. Have added an early morning swim session and are about</p>	

	<p>to introduce training links with Kilmarnock and Renfrew Baths for those swimmers under 13, who have met District criteria.</p> <p>The big thing to monitor is whether swimmers continue to improve. If not, this will be an indication that it could be time to move on.</p> <p>Negative point to note is the impact of losing the 2nd teaching pool session (being down to the Friday session only for these swimmers). As a club, was traditionally able to offer more teaching time than say Glasgow Life learn to swim programme. However, with our reduced pool time and Glasgow Life now continuing lessons through the holidays, this is no longer the case and we need to be more pro-active in this area.</p> <p>Nicola T, Erin and Lucy and going through a process of reviewing all Teaching Programme swimmers, with a view to getting reports out to parents. Aware that this reporting has slipped this year and need to get this back on track. Plan to make any moves within the club before bringing any new swimmers in.</p> <p>Lastly, noted sadness that the Kingston Sprints was cancelled this year and feels that this is a big hit for the club, not only financially. Sprints is a great opportunity for ALL our swimmers to get a competition swim. Hopes that this will be reinstated this year.</p> <p>At the end of the Coaches report, a member asked why teaching pool time was reduced; and whether it could be re-negotiated. CT explained the background to the situation being the removal of weekday pool lets by Glasgow Life, to enable the expansion of its own learn to swim programme. Explained that we remain in talks with Glasgow Life but to no avail, to date.</p>	
5.	<p>Treasurer's Report:</p> <p>AM introduced himself and issued a written summary of the club finances, with the following summary discussed:</p> <ul style="list-style-type: none"> • Explained that accounts have been independently checked • Show net gain of £4,657 but noted that this surplus relates mainly to a grant of £6,000 that was received for the diving blocks, meaning that the Club actually made a financial loss over the year • Would encourage future Committee to look to increasing fundraising activities • Club has invested heavily in training with 9 new Level 1 coaches/ new Timekeepers and Team Managers • Overall closing balance £17,814 • Steady stream received from membership fees. Believe no immediate need for fee increases. Pleased with how the new fee structure has stabilised • Good to have maintained support of some family-friendly things for children across the board i.e. pantomime, Easter eggs <p>Club Membership Fees:</p>	

	<p>Motion Proposed: AM proposed no change to club membership fees</p> <p>Voting:</p> <p>For – 20</p> <p>Against – 2</p> <p>Abstain – 1</p> <p>Outcome: Agreed to keep fees as they are but note that have new regulation that will allow for review of fees through the year, if need be.</p> <p>CT concluded this section of the meeting by extending thanks to AM for his 5 years hard work as Treasurer, in which he has developed and implemented financial recording systems for the Club.</p>	
6.	<p>Changes to Constitution</p> <p>AN explained that a number of changes are proposed to the Constitution:</p> <p>Element 1 – simple change to template document as have realised that currently have 2 versions in circulation</p> <p>Financial year – Propose to change to run from 01/01 to 31/12, to align with SASA</p> <p>Regulation 3 – To align with SASA requirement for the following 4 policies to be included:</p> <ul style="list-style-type: none"> • Child Protection • Recruitment • Use of photos • Equal Opportunities <p>Proposed Regulation Items:</p> <p>AN explained that these are flexible items that have been introduced in the past year and that the Committee would like to formally introduce into the Constitution:</p> <p>17.44 – Need to pay stated monthly fee by Standing Order</p> <p>17.45 – Management Committee to review fees regularly to ensure financial stability</p> <p>17.46 – Members required to give 1 calendar month notice</p> <p>The purpose of the above Regulations being to ensure the Club's financial stability.</p> <p>At this point a Member (parent) voiced the opinion that Members should have the opportunity to vote on proposed fee changes, rather than being left for Committee to take this decision.</p>	

	<p>AM suggested that if it was proposed to increase fees, could call an EGM to give Members the opportunity to attend.</p> <p>Regarding the proposed change to fee due date, a Member suggested that in practice, fees are actually due by 1st February and have until end February to pay. AM explained that the Template and Financial Year was produced by SASA and that the Club is simply trying to align itself with SASA.</p> <p>Another Member noted that timings don't necessarily align well with AGM. CT agreed and noted that this was something to be reviewed. Difficulty in changing the timing with December year end because can't have AGM before year end.</p> <p>AM discussed the need to consider monthly fees and membership fees. The latter are always due by end February to allow the Club to meet the SASA deadline of 01 March.</p> <p>Voting on Proposed Constitutional Changes:</p> <p>Motion: To accept proposed Regulation changes:</p> <p>For – 14</p> <p>Against – 6</p> <p>Abstain – 4</p> <p>Decision: By majority, the proposed changes are to be adopted but noted that can/will fine-tune proposals to take cognisance of concerns raised.</p>	
7.	<p>Technical Officials Report</p> <p>This was presented by TO co-ordinator (RMG) who explained that the club now has many trained volunteer coaches but is very short of Timekeepers, especially for Mini League which is coming up.</p> <p>CT noted that RMG has been very active in organising TO courses and extended thanks for this.</p> <p>RMG trying to target parents of new / younger swimmers</p>	
8.	<p>Election of Office Bearers</p> <p>CT began the process by extending thanks to AN for all his support as Vice Chair and to all who have helped the Club ad Committee in its running. At this point, the existing Committee was disbanded and running of the meeting was then handed over to the Head Coach for the election of Office Bearers.</p> <p>See attached list of agreed role-holders. Notable points as follows:</p>	

	<p>Chair:</p> <p>CT re-elected.</p> <p>Treasury:</p> <p>Change to this role was briefly explained by CT Gave brief talk explaining the background to the new Treasury team comprising of BP with LT and JW in support roles.</p> <p>Meet Secretary:</p> <p>Role described as being to organise Club Gala, Kingston Sprints and Mini League.</p> <p>Role left unfilled at this time.</p> <p>Life Membership Awards.</p> <p>No nominations received</p>	
9.	<p>A.O.C.B</p> <p>None</p>	
10.	<p>Date of next committee meeting – Thursday 7th February 2019. Venue: Castlemilk Community Centre</p>	