

SCOTTISH AMATEUR SWIMMING ASSOCIATION
SCOTTISH MILK CHAMPIONSHIPS 1978
"OPEN" NATIONAL CHAMPIONSHIPS
ROYAL COMMONWEALTH POOL 7/8/9/10 June 1978

Minutes of the Meeting held of the Organising Committee of the above Championships held in the R.C.P. on Thursday, 13th April 1978 at 1930 hours.

Mr. J.I.B. Macfadyen was elected Chairman and the following were invited to be on the Committee:-

Mrs. M.C. Cochrane
Mr. G. Battison
Mr. W. Donaldson
Mr. G. Philp
Mr. J.A. Snowdon
Mr. R. Taylor
Mrs. N. Battison (acting a Minute Secretary)

Apologies:- Mr. T.M. Nichol, East District President.

Mr. Macfadyen welcomed everyone to the Meeting and his first action was to make sure that all Committee Members receive a copy of the order of events. Mr. Macfadyen has also to pursue the matter of there being DIVING at the Championships.

The following Apointments were made:-

<u>ANNOUNCER</u>	MR. W. LAW	
<u>ACCOMMODATION</u>	MR. A. TELFER	Copy of Mr. Telfer's Accommodation List to be sent to Scottish Office, Stirling.
<u>BOOKING OFFICER</u>	MR. W. DONALDSON	
<u>GALA OFFICIALS</u>	MR. J.A. SNOWDON or his successor	
<u>RECORDING</u>	MRS. H. McLEOD BAIN with Mrs. Philp, Mrs. Laidlaw, Mrs. Smith, and one other.	<u>Action</u> Mr. Macfadyen to contact Mrs. McLeod Bain.
<u>RESULT SHEET PRODUCTION</u>	MR. A. COWIE	<u>Action</u> Mr. Macfadyen to contact Mr. Cowie, also re postal service.
<u>STEWARDS</u>	MR. J. STEEDMAN	<u>Action</u> Mr. Macfadyen to contact Mr. Steedman.
<u>PROGRAMME PRINTING & ADVERTISING</u>	MR. C. HAGGIE	
<u>POOL OFFICER</u>	MR. N.G.R. GRIERSON assisted by MR. J. JAMIESON, INCAS.	<u>Action</u> Mr. Macfadyen to contact Mr. Grierson.
<u>SOCIAL OFFICER</u>	Not Required	There is not to be a general DISCO held, but the Edinburgh Clubs might consider running as a group or individually a disco and inviting any competitors who would wish to attend this. <u>Action</u> Mr. Macfadyen to approach the Hearts Club. Mrs. Cochrane to approach Warrender and Mr. Macfadyen would see if Inverleith were interested in this.
<u>INVITATIONS- VIP'S</u>	MRS. COCHRANE	<u>Action</u> Mrs. Cochrane to submit a tentative list for next meeting, as there had been a directive from the Scottish Office re this. Mr. Haggie to attend to these invitations. <u>Action</u> Mr. Macfadyen to contact Mr. Haggie.
<u>TROPHY CONTROLLER</u>	Mrs. Cochrane to approach Mr. W. Matthews - Mr. Philip will assist.	

OFFICIALS/ -

Mr. J. Sprott

OFFICIALS -
Meal & Expenses

£1 per head for Lunch for appointed Officials and adult Stewards. 60p for junior Stewards.

Action Mr. Macfadyen to contact R.C.P. re lunch, and when the letters are sent out asking for Officials, the tear-off slip has to have this information on it.

Action Mrs. Cochrane to give Mr. Snowdon a copy of a previous letter of appointment of Officials.

EXPENSES for travelling: Mr. Snowdon, at a later date, to give a list of these Officials who could be claiming travelling expenses. No overnight expenses to be paid.

Action Mr. Macfadyen to submit recommendations re price of Meals to Director of Administration.

COMPETITORS'
MARSHALL/S

MR. J. SPROTT

Action Mr. Macfadyen to contact Mr. Sprott.

PRESENTATION
STEWARDS

MRS. YOUNG

Action Mr. Philp to contact Mrs. Young. This will be for the evenings only and Saturday afternoon as all finals and consolation finals are to be held in the evenings with the exception of Saturday afternoon.

ELECTRONIC
SCOREBOARD

MR. J. ANDERSON

Action Mr. Macfadyen to contact him.

PRESS & PUBLICITY

MR. R. TAYLOR

Action Mr. Taylor to investigate publicity with Radio Forth, Radio Clyde etc.

SESSIONS

heats - mornings - finals and consolation finals in evenings
except Saturday.

Wednesday, 7th June	-	10 am	and	6.30 pm
Thursday, 8th "	-	10 am	and	6.30 pm
Friday, 9th "	-	10 am	and	6.30 pm
Saturday, 10th "	-	10 am	and	2.30 pm

Undernoted, are the recommended prices for admission tickets, programme and result sheets, also postal results:-

Admission

Morning sessions	Adults 30p	Juveniles 10p
Evening sessions and Saturday afternoon	Adults 50p	Juveniles 20p

Season Ticket £2 Adults and £1 Juveniles

£1 Coaches Ticket - 1 Coaches Ticket for every 10 swimmers.

Different Coloured tickets for each session with overprinting for juveniles. Action Mr. Haggie to be approached re this matter by Mr. Macfadyen.

PROGRAMMES

25p per morning session

List of FINALISTS - of which there will be four (4) -
5p per list.

RESULT SHEETS

10p per session

POSTAL RESULTS

£1

The next meeting of the Organising Committee to be held on Monday, 24th April 1978 at 19.30 hours, in the Royal Commonwealth Pool.

CW

SCOTTISH AMATEUR SWIMMING ASSOCIATION
SCOTTISH MILK CHAMPIONSHIPS
"OPEN" NATIONAL CHAMPIONSHIPS
ROYAL COMMONWEALTH POOL 7/8/9/10 June 1978

Minutes of the Meeting held of the Organising Committee of the above Championships held in the Royal Commonwealth Pool on Tuesday, 23rd May 1978 at 19.15 hours.

Mr. Macfadyen welcomed the President, Mr. P. Smith; General Secretary, Mr. W. Black; and Mr. J. Telfer and Mr. Rae. Others in attendance were as follows:-

Mrs. M.C. Cochrane
Mr. G. Battison
Mr. R. Betteley (Director of Administration - S.A.S.A.)
Mr. J. Cowie
Mr. D. Gray (Representative from the S.M.M. Board)
Mr. C. Haggie
Mr. C. Raeburn
R.C.P. Representative
Mr. J.A. Snowdon
Mr. R. Taylor
Mrs. N. Battison (Minute Secretary)

Apologies were received from Mr. W. Donaldson, Mrs. McLeod Bain and Mr. G. Philp.

Minutes of the Meeting held on Tuesday, 9th May 1978 were approved as a correct record with the following alteration:- delete the words "and suggest Elliotts" in line 3 page 3 under SHOP.

ACCOMMODATION Mr. Telford stated that he had been able to find accommodation for all enquiries to date, but pointed out that he had been advised by one person from England that he had been told by the Edinburgh District Council Tourist Office that there was no accommodation to be had in Edinburgh for the month of June. Mr. Rae expressed surprise at this and stated that while he could understand that there could be no accommodation within the immediate vicinity of the Royal Commonwealth Pool nevertheless it was the boast of his Department that at no time were they unable to find accommodation within the City. Mr. Rae handed over a number of Accommodation Booklets for the use of the Scottish Office. Mr. Telfer was thanked for all his efforts and stated that he hoped to be able to fix any accommodation requested. At this point Mr. Telfer left the meeting.

TOUCH PADS Normal arrangement was that the touch pads would be handed over to the Association prior to the start of the first session and it was up to the Association to ensure that they remain in working order. The Electronic Engineer would be on hand if required.

RE PRODUCTION SERVICE Duplicator was available.

BALLOT BOXES FOR ENTRY CARDS One ballot box has been made and this was considered sufficient.

SEATING Accommodation requested by Mr. Taylor was in hand.

CLOTHING BAGS Sufficient number available.

COMMUNICATIONS Facilities for telephone link in the V.I.P. area was available but depended on an instrument from Meadowbank. Two links available for the Press - one belongs to Associated Press and it was believed the other to the Daily Express.

SCOTTISH SWIMMING COACHES ASSOCIATION It was intimated that for this year they would prefer to be in their own. They are going to promote the Scottish Swimming Awards and they intended to have books on their stall. It was anticipated that they would supply all their own stands etc.

ELECTRIC TYPEWRITER Power point on the pondside would be available. ✓

BANNERS Two banners now delivered to R.C.P. ✓

POSTERS Small posters delivered. Large posters to be delivered to R.C.P. by 24th May. Mr. Raeburn to arrange distribution.

TROPHIES Mrs. Cochrane spoke to Mr. Philp who, in turn, must speak to the R.C.P. about Display. ~~A table adjacent to the presentation area is required.~~ ✓

TRAINING CLOCKS R.C.P. to check the training clocks. ✓

LUNCHES No arrangements to be made for coaches.

RE PRODUCTION SERVICE Mr. Grey had supplies of paper with him. Mr. Betteley presented an up to date list of Entrants and Mrs. Cochrane requested, on behalf of Mrs. McLeod Bain a list of events in order that she could prepare her recording facilities.

Re Production Service continued!

/Mr. Taylor to contact Mr. Law regarding information on programme of Diving events and the names of the Divers etc. ✓

RAFFLE Mrs. Jean McDonald is attending to this and a copy of this Minute together with previous Minute to be forwarded to her. R.C.P. have arrangements in hand re table and drum. ✓

GALA OFFICIALS Mr. Snowdon reported that names were very slow in coming in. On a suggestion from Mr. Raeburn, it was agreed that any A.S.A. Officials who were attending could be asked to officiate.

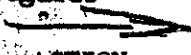
ELECTRONIC WATCHES Mr. Betteley has applied to Kronas for these. 

CAR STICKERS 70 White had been issued for the car park and the R.C.P. would man this. Mrs. Cochrane had used 50 for V.I.P.'s, but it was pointed out that a number of these would not be taken up therefore it was agreed to issue another 30 for Senior Officials. R.C.P. to put barrier over part of back entrance of car park which would provide another 30 spaces. RCP would not be able to man it and it would be up to the Association to do so if possible. Different colour car stickers to be made available - R.C.P. to attend to this.


PUBLIC ADDRESS SYSTEM It was stated that the Public Address system operated from the Console only covered the pool area, but that the Public Address system from the Cash Box operated all over the pool including dressing room areas. For the benefit of the finalists two lists would be prepared - announcements to be made from the Console and the other from the Cash Box area. R.C.P. representative to arrange with staff on each day and Mr. Cowie to arrange for the list to be delivered.

PROGRAMMES Mr. Taylor intimated that the programme for typing would be in the hands of the typists by 25th May and hopefully this would be completed within a week. The typists are only doing stencils and thereafter this would be duplicated by the Swimming Committee arrangements and in the hands of Mr. Haggie by Monday 5th June. Mrs. Cochrane offered the use of her office duplicator if not convenient to obtain the District duplicator.

RECORDING In view of the difficulty of typists, Mr. Taylor to check with Mrs. C. Smith as to her availability for the evening sessions. If possible two typists to be on duty for each session.

RECORDERS Mrs. McLeod had reported that so far she was on her own in regards to recorders. ACTION Mrs. McLeod ^{Bain} ~~Bain~~ to contact Mrs. McLeod Bain. 

STEWARDS Mr. Cowie stated that he had a number of adult stewards available. ACTION Mr. Macfadyen still to prepare letter for School-Age Stewards. Mr. Taylor to give Mr. Cowie names of adults who would be attending with their children and who would be prepared to assist as stewards.

PROGRAMME-FOLDERS Mr. Gray had delivered the folders, but he stated he was not happy about the Speedo advert going on page 2, but had no objections to the Swimming Awards' advert going on page 3. It was agreed therefore that the speedo advert would be on a separate page and that page 2 of the folder would be taken up by the President's message. Mr. Snowdon to give Mr. Taylor a list of Senior Officials for information for the programme not later than Monday 29th May 1978. Information for the programme re diving to be inserted in the relative place. Mr. Black stated that he could have a further advert and arranged to discuss this with Mr. Haggie. It was also mentioned that 70 letters had been issued requesting advertising space to be taken up at low rates, but the few answers received had stated that the time given was too short. 

RECORDS Mr. Betteley to send up to date information on British Senior and Junior records to Mr. Taylor. Mr. Taylor stated that record information had already been included in the programme for each heat and it was agreed that this information should also be included for the finals. This information if supplied to the typist prior to evenings sessions could be set up before typing the finals. ACTION Mrs. Cochrane to draw to the typist's attention the headed paper of the S.M.N. Board.

FOLDERS were slightly larger than A4 size and this would cause certain difficulties in printing. Mr. Gray to note this point for future reference.

POSTERS Mr. Gray intimated that it was not possible to delete words "national long course" from the posters. Mr. Betteley to inform Mr. Taylor number of small posters required to go out to clubs.

PRESENTATION GIRLS Mr. Gray intimated that he had not been able to contact Miss Addis regarding sizes of uniform availability, but stated he would telephone Mrs. Cochrane direct.

DISCOS Warrender not now able to do this, but Inverleith had a disco band available but no hall had been booked at this point.

INVITATIONS- V.I.P'S Mrs.Cochrane said that these had all been issued and so had the Complimentary tickets.

PRESS & PUBLICITY Mr.Rae stated that this had already been included in "WHAT'S ON for JUNE" and also sporting events this month. Mr.Rae said he was looking into the position to see if it was possible to have this on the tele-tourist link. Small posters to be sent out to all hotels and Mr.Rae was advised that the Association would be prepared to give a donation of £10 towards the cost of postage. It was suggested that in all press information it should be noted that the evening sessions would be completed before the World Cup matches would be screened on the television.

Tickets Admission Tickets - Mr.Macfadyen intimated that tickets other than coaches, swimmers and officials were available. Coaches Tickets available at £1 to be supplied from the Scottish Office and due to the lateness of information going out these could be available at the R.C.P. OFFICIALS and SWIMMERS TICKETS Mr.Taylor intimated that he had stencils cut giving instructions to swimmers because in view of the large instructions it was agreed that the foldover entry cards for swimmers and officials would not be available in time and, accordingly, Mr.Haggie would arrange for normal tickets to be printed for swimmers and officials. On a motion by Mr.Taylor, it was agreed to disregard previous Minute whereby it stated that one coaches ticket would be issued for every 10 swimmers but to use this as a guide line.

ANY OTHER BUSINESS

MUSIC - Mr.Raeburn was elected to attend to this. ✓

ST. ANDREWS AMBULANCE Mr.Macfadyen still to send letter to Head Office although the R.C.P. intimated that they automatically do this. ✓

DR. B. DAWSON to be in attendance. ✓

SHOP Mr.Macfadyen to contact Mr.I.Stewart. Mrs.Cochrane to give the telephone number to Mr.Macfadyen. ✓

TROPHIES These are in the course of being brought to the R.C.P. ✓

PENNANTS Mr.Betteley that these had been ordered and all finalists would receive one. In an answer to Mr.Gray it was explained that they had the words "Scottish Milk Championships" on them. ✓

POSTAL SERVICE As previously arranged £1 for full set of results. Mr.Betteley requested that 50 copies be given to him without folders. ✓

COMMENTARIES Mr.Raeburn requested that he be allowed to prepare a profile of the finalists. If a record was broken permission had been granted to him to interview the record breaker on the moveable microphone during a suitable break in the programme and with the Referee's permission. ✓

MILK Mr.Gray requested amount of milk which would be required and Mr.Betteley to consult with him on this for swimmers, divers, and officials. Flavoured milk to be supplied. This was a very much appreciated by the officials etc. ✓

RECEPTION It is to be held between the morning and afternoon session on the Saturday, 10th June and the arrangements to be made by the President and Mrs.Cochrane.

Next Meeting of the Organising Committee to be held on Thursday, 1st June 1978 at 1915 hours.

Winn → Titled Entry → Dyer

Raeburn