

Present. G. Philp (Chairman) Mrs. M. Cochrane.  
Messrs Adamson,, Anderson,, Betteley,, Braund,, Dunney,, Cowie,, Grey,, R.B. Taylor  
and Thompson..

Apologies for Absence were received from Mrs. H. McLeod-Bain and Messrs Black,, Donaldson,,  
McFadyen. and A. Taylor.

1. The Minutes of the 2nd meeting had been circulated and were agreed subject to  
the following corrections.

Item 2. 1.13 The prices were indistinct and should have read £1.10  
and £1.45 respectively.

Item 2. 1.14 Add "Additional prizes will be supplied by Milk Mkt. Board.

2. Competitors and Officials tickets: It was agreed to prepare a newcard, a  
draft of which was submitted by Mr. Taylor. Mr. Haggie was authorised  
to print 1000 copies.

2.2 Mr. Haggie tabled printers tickets which were distributed as follows:-  
50 Complimentary tickets to Mrs. M. Cochrane.  
50 Press Tickets.....to Mr. R.B. Taylor.  
100 Invitations.....to Mrs. M. Cochrane.  
100 Coaches Tickets.....to Mr. Betteley.  
50 All session tickets,.....to Mr. Betteley.

2.3 Mr. Grey expected programme covers to be available 17th or 18th May, 1979.  
Mr. Betteley has asked the President for the draft of his address.  
Mr. Grey tabled the Milk Mkt. Board's address. Given to Mr. Haggie for  
printing.

Mr. Haggie has 8½ pages of advertising and may have two other advertisements  
as acknowledgement of Sponsorship..

The programme of events, swimmers names and times will be typed by this  
office at Stirling and re-produced by the University of Stirling. The  
estimate for 1000 copies was £68.20. The Office will also obtain and  
type out the head of each event the record times which shall be decided  
by the Swimming Committee. Mr. R.B. Taylor stated that the swimming  
times of May 79 listed British Records.

IT IS ESSENTIAL THAT ALL PRINTED PAGES BE IN MR. HAGGIE'S HANDS ON MONDAY  
11TH JUNE 1979.

Mr. Haggie will collate and bind the programmes and have them ready on 18th June.

2.4 Mr. Grey tabled the following which were distributed as detailed.

Large posters.....50 supplied. E.D. 20 to Mr. Thompson.

Other Districts 10 each to Mr. Betteley.

Medium posters.....200 supplied. E.D. 100.

Other districts 30 each to Mr. Betteley.

Handbills 1000. E.D. 400

Other districts 1000 E.D. 400

Other districts 200 each to Mr. Betteley.

2.5 Because of the altered method of re-producing the programme, the paper  
requirements were reviewed as follows:-

HEADED PAPER. for 1st page of each results sheet and for finalists list  
10 reams (A4).

For second subsequent pages of results sheets....10 reams (A4).

2.6 Mr. Betteley has asked other districts for donations for the raffle.

2.7 Mrs. Cochrane has arranged for 3 Kilts to be made for the presentation  
Stewards and expected to have enough in hand to buy 3 Blouses.

2.8 Mr. Betteley has written to Mallony regarding batteries and is awaiting  
a reply.

Mr. Grey has the matter of Stewards Delegates in hand.

Mr. Sprott and Mr. Pottinger will both be available. Mrs. Young has agreed to act as presentation Steward.

Mr. R.B. Taylor is to discuss with Mrs. McLeod-Bain and the Competitor's Stewards the system of cards and recording.

The Recorders are asked to keep a running total of points for the Robertson Trophy.

Mr. Spence has agreed to be announcer at all sessions except Wed. & Friday mornings. Mr. Philp will ask Mr. G. Donald to announce on these two occasions.

It was not known if Mr. Ogden and Mr. Frith had agreed to act as Pond Controllers. Mr. Anderson and Mr. Bunney will contact them and report.

The Publicity arrangements are as follows:-

Mr. R.B. Taylor will prepare a Press release when all the swimmers names are known and will pass it to Mr. Grey who will release it to the Press. Mr. Taylor will simultaneously release it to those on the S.A.S.A. list and to the Publicity Officer of the City of Edinburgh District Council. 300 Copies of the handbills would go to Hotels in Edinburgh.

There has already been an entry in "What's on in Edinburgh".

The Milk Marketing Board do not have a flag which can be flown outside the Pool.

The M.M.B. "Toblerone's" are in poor condition and are being handed over to the R.C.P. who will repair them.

This is a private arrangement.

2500 clothing bags will be supplied. An additional sum of £50. was authorised for Ties to technical officials.

#### New Business.

Mr. Donaldson has not been able to prepare a budget yet.

250 Car parking tickets were handed to Mrs. Cochrane. It was suggested to ask Scottish Widows for permission to use their Car park but it was not thought likely they would agree because of security and liability problems. A Regional Council map showing parking in the area was given to Mr. Thompson who is to consider re-producing it.

Mr. Thompson will arrange saw tables for coaches who require a quick snack at mid-day on Saturday.

Mrs. McLeod-Bain asked for advice on the following matters.

(a) Are electronic times to be used where the timing apparatus does not operate on all lanes? The Technical officials committee will rule on this.

(b) In the event of equal times, what placings will be given? Ans: equal times mean equal placings.

(c) Will juniors be so identified on the programme? Ans: Yes, if they so indicate in the entry forms.

(d) List of Records. The swimming committee will provide.

Mr. I. Mason should approach Mr. C. Raeburn and appoint him race commentator.

Mr. Philp has prepared tapes of the fan-fare for presentations.

Dr. Dawson is unable to officiate as M.O. Mr. Philp will approach Dr. Scott and failing him Dr. Connacher.

Mr. McFadyen has invited St. Andrews Ambulance Brigade to attend.

#### Actions by committee members.

Mrs. Cochrane will send out invitations and complimentary tickets to the agreed list at the week-end.

- 4.2 Mr. McFadyen should obtain crisps and nuts for the reception.
- 4.3 Mr. R.B. Taylor will discuss typewriters with Mrs. McLeod-Bain.
- 4.4 Mr. Thompson will supply a telephone link between announcer and presentation area.
- 4.5 Mr. R.B. Taylor and Mr. Cowie are to discuss stewarding arrangements. Mrs. McLeod-Bain normally arranges a recorder's steward.
- 4.6 Mr. Anderson is to purchase 2 - 12V batteries and a charger suitable for the recording apparatus.
- 4.7 The Jury of Appeal will comprise:-  
Chairman.....The President of S.A.S.A.  
                                  The Executive of S.A.S.A.  
                                  District President.  
                                  Chairman of the Organising committee or the appropriate committee.
- 4.8 Mr. Bunney has written to other districts for nominations: Senior Officials and other Officials. Travelling expenses of nominated senior officials will be paid, but no overnight expenses or meals (except those provided by the Association at the R.C.P). Mr. A. Taylor communicated a request for judges to judge the finish for strokes.
- 4.9 All announcements for the dressing rooms etc must be made from the cash desk in the foyer, this should be remembered by the Announcer and others when making announcements which concern competitors and other persons likely to be in the dressing room area.

The next meeting will be on Tuesday 29th May, 1979 at 7.P.M. at the Royal Commonwealth Pool.

BUDGET.

All members of the Committee are reminded of the need to submit their budgets to Mr. Donaldson at the earliest date.

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ORGANISING COMMITTEE - NATIONAL MILK CHAMPIONSHIPS

Minutes of Fourth Meeting held at RCP 29 May 1979 at 7.00 pm.

Present: G Philp Chairman, Mrs Cochrane, Messrs Armstrong (RCP), Betteley, Cowie, Donaldson, Grey (SMMB), Heggie, Law, Ogden and A Taylor.

Apologies for absence were received from Messrs Anderson, Braund, Macfadyen R B Taylor and Mrs McLeod Bain.

1. The Minutes of the third meeting had been circulated and were agreed subject to the following correction which had been decided by Council:

4.8 Travelling expenses of nominated officials will be paid ..  
.. etc. (The word senior has been deleted.)

The thanks of the committee are due to Mrs Roxburgh and members of Heart of Midlothian ASC who typed and reproduced the minutes.

2. PROGRAMMES The lists are to start printing at Stirling University tomorrow. Mr Betteley will arrange to send the printed sheets to Mr Haggie.

The covers were tabled by Mr Grey but it was found that they were larger than A4 Size and guillotining would cut into the SMMB shield. Mr Grey will have them reprinted the correct size. In addition 1000 copies will be printed "Programme 50p" and 200 copies left blank for the results sheets. Mr Grey will see that the covers are delivered to Mr Haggie.

Mrs Cochrane will give the copy for Sports Award Advertisement by 1 June. Mr Betteley tabled the President's photo and address.

3. SWIMMERS & OFFICIALS CARDS Mr Haggie tabled the cards which were passed to Mr Betteley for issue.
4. INVITATIONS Mrs Cochrane has issued 42 Invitations and 14 Complimentary tickets. It was decided to sent invitations to the President and Secretary of the Welsh ASA.
5. DIVING Mr Law said all diving entries had been received and the programme compiled. There would be no preliminaries, semifinals etc. All competitions would be straight finals.

It was assumed morning swimming sessions would be completed by 12.00, allowing the divers an hour for warm up, and starting the competition at 1.00 pm and finishing by 2.00 pm.

The Wednesday programme may run over a little. This was not expected to cause any problems.

The diving presentations will be made during the evening sessions, after the second race. First, Second and Third will be presented.

Officials have been invited by Mr Law. Travelling expenses will be paid to invited officials from other districts.

Results will be passed to the recorders table for inclusion in the evening results sheet.

6. PRICES The prices to be charges are summarised below:

Programme - 50p. The Treasurer has authority to reduce the price at the Saturday session.

Finalists List - 5p.  
Results - 10p per session.  
Postal Results - £1.00 including envelope & postage.

7. RECEPTION Mr Donaldson is to agree with SMMB the expenditure on the VIP receptions.

The final budget will be ready soon.

8. POND CONTROLLER Mr Ogden agreed to act as Pond Controller but could not attend all sessions. It was not known if Mr Frith could attend.
9. RCP A letter had been received from City of Manchester ASC for the hire or exclusive use of two lanes on Tuesday for Training. The RCP passed a copy to SASA for comment. As SASA could not afford to hire the RCP for training they could not make any comment.

10. TIMING The Electronic Timing equipment has arrived at Stirling and Mr Anderson will check it over. He has purchased the batteries and charger.

The Timing pads ordered by the RCP had not arrived. Mr Armstrong is to investigate.

Mr Betteley advised that Mallory will not provide free batteries, but offered a reduction of 25%. He is approaching another maker.

11. STENCILS & INK Mr R B Taylor has received these.
12. INTERPRETATION OF RULE Mr A Taylor is to provide an interpretation of the rule regarding timings and placings in the event of failure of the automatic timing equipment.
13. COMMENTATOR Mr Ian Mason will appoint Mr C Raeburn.
14. SHOP Elliot Sports shops will have sufficient stock of Speedo items to stock the shop.

The next meeting will be on Tuesday 12 June at 7.00 pm at the Royal Commonwealth Pool.

DISTRIBUTION - Committee Members, President, Secretary and Convenors.