

SCOTTISH AMATEUR SWIMMING ASSOCIATION

MINUTES

COUNCIL MEETING

Date: Sunday 30th April 1995
Venue: Perth Ice Rink, Perth
Time: 10.00 am - 2.00 pm

Sederunt:	Mr B Black	President
	Mr N Grierson	Vice President
	Mr P Syer	East District
	Mrs A Thow	East District
	Mr S Davidson	Midland District
	Mr J Westcott	Midland District
	Mr A Drummond	North District
	Mr R Dale	West District
	Mr R Craig	West District
In Attendance:	Mr I Mason	Chairman, B.O.M.
	Mr S Martin	VC Finance & Admin, B.O.M.
	Mr M Woodroffe	Director of Swimming
	Mrs E Mackenzie	Administration Manager

ACTION

1. **President's Address**

The President welcomed everyone to the first meeting of the new Council and made a special welcome of Mr P Syer and Mrs A Thow who were attending their first Council Meeting.

A Programme of events that the President had attended since the Council Meeting on the 4th December 1994 was tabled. Mr Black commented that the Council were out of touch to a certain extent with what is going on and he hoped to rectify this in the coming months. Mr Black informed the meeting that Council had a lot of work to undertake in the year ahead. It is a big task to get the constitution right and Mr Black would hope during the course of the meeting to set the agenda for Council for the next year. It is envisaged that from within Council smaller working parties will be set up to deal with specific tasks within the constitution.

5. **Vice Chairman, Finance & Admin Report**

Balance Sheet as at 30th March tabled.

Finance

Mr Martin informed the meeting that all clubs have now paid their 1st Per Capita Return, however, the number of members of the Association was no greater than last year. Mr Martin hoped that the 2nd return would show an increase in members due to many pools now re-opening. Mr Martin would be monitoring the situation closely.

Mr Martin also informed the meeting that there had been a dramatic drop in the number of competitive swimmers registered with the Association. The Association had purchased a new data base and Mr Martin would be personally responsible for inputting the current ACF data from 1st April 1995.

Mr Martin informed Council that as at the March accounts, the Association was keeping its head above water and that in light of the 1st Per Capita Return and ACF figures to date he would be monitoring budgets closely before he makes a decision on whether any budgets have to be cut.

Mr Mason stressed the importance of the Association's Income as this is linked to the SSC Grant towards the development plan. The SSC to date have been very good in keeping the SASA in funds. Mr Mason informed Council that the SASA had received a grant of £10,000 from the SSC towards Coaching Matters.

Office

Mr Martin informed the meeting that a temp will be brought into the SASA Office to cover any admin staff holidays due to the volume of work now passing through the office.

Timing Equipment

Mr Martin proposed that the ad hoc timing Equipment Committee be disbanded since all districts had now taken ownership of the Timing Equipment.

The question of how and who looks after the remaining national timing equipment was discussed and it was agreed that Mr Martin will have

ACTION

Mr Black's address detailed areas for discussion/ratification at this meeting and would be dealt with in due course.

2. **Apologies:** Mr J Phillips North District
Dr D Hoare Midland District

3. **Minutes of Previous Meeting**

Mr Craig commented that he disapproved that Council had not met since December 1994. He had received the minutes shortly after that meeting, however, felt that they were now out of date.

at least
Mr Black informed the meeting that the Council had appointed a Board to manage the day to day running of the Association and that there was no need for Council to meet to discuss SASA business any more than three times a year as agreed at the EGM in 1994. However, it is envisaged that Council will meet more frequently during the year ahead in order to put the new constitution in place. ← Ben Mason

The minutes were approved as a true record.

Proposed by: J Westcott

Seconded by: R Dale

4. **Matters Arising from Previous Minutes**

Page 2 - Mr Syer informed the meeting that the 1995 Appeals Committee delegates from the East District were Mr R Taylor and Mr A Macleod-Bain.

Page 2 - Mr Syer also raised the point about Life Membership. Mr Black informed Mr Syer that it was the procedure for referring Life Members to Council rather than the rule itself that had changed as some Clubs and individuals were nominating people for Life Membership and not informing their District.

Page 4 - Mr Syer asked the question that now the Timing Equipment was owned by the District, who would be responsible for insuring it. Mr Martin confirmed that the Districts would be responsible for the maintenance and upkeep of the equipment and the Association would continue to insure it.

ACTION

a meeting with Omega to discuss the national equipment and report back to Council.

SM

A full and thorough discussion then took place on the Per Capita Returns being made by certain clubs within Districts. Mr Martin asked anyone who has information on Clubs not making proper returns to report this to him. Mr Martin also informed Council that he would be making random checks and calling in accounts at random from each District.

SM

Mr Dale asked if Mr Martin could provide Council with detailed Budget reports. Mr Martin promised to address this by the end of the summer. The new computer software had the capability of producing such details, however, Mr Martin had been too busy to address this as yet.

SM

Mr Black thanked Mr Martin for his report.

6. Administration Manager's Report

Report tabled at the meeting.

Adding to the report that was tabled Mrs Mackenzie informed Council that the Auditor would be doing a ½ yearly audit in order to keep the amount of work down at the end of the year.

Areas of work undertaken by the office since the last Council meeting were reported on, these areas included:-

1995 AGM, Organisation of International Meets, 1995 National Raffle, National Kit distribution, Other Discipline work. *Detail included in written report.*

Mr Black thanked Mrs Mackenzie for her report and commented on the good job that she was doing on behalf of the Association.

7. Board of Management Chairman's Report

Mr Mason spoke to the following agenda items:-

1. International Events Strategy

Mr Mason informed Council that a sub group of the Board of Management had been set up to look at bringing International Events to Scotland which would be a cost effective way of allowing Scottish Swimmers to compete at higher levels.

ACTION

Glasgow/Edinburgh have made a formal bid to LEN to host the 1997 European Junior Swimming and Diving Championships. The outcome of this will be decided by the LEN Bureau in August 1995.

The objective of the International Events Strategy is to firm up contracts with Local Authority over the next four years and then to set in place contracts as far as ten years in advance.

Mr Mason informed Council that the LEN Secretary would be willing to give his support to Glasgow to make bids to host the 1999 Masters and 1998 Short Course Sprints.

The constraint with Edinburgh Local Authority is the lack of finance, however, Edinburgh are enthusiastic and the SASA are looking to link with Edinburgh to organise an International Event each year at Easter for the next three years which would mean that Scotland would not compete at the Eight Nations.

Mr Davidson questioned whether Scottish Swimmers were of a calibre to swim at a higher level. Mr Woodroffe feels that we must devise an International Events Strategy to encourage different levels of competition.

2. **SASA Code of Conduct Policy Document**

Mr Mason informed Council that this document was an attempt to protect the Association. It is a voluntary Code of Conduct and he would assume that Clubs would use.

Mr Mason informed Council that the document had the approval of the Association's Legal Adviser and asked Council to approve the document and set the appeal fee. Mr Syer complimented the document and felt that Council should support it.

Council approved the document.

3. **G.B. Review**

Mr Craig suggested that Council had not had enough time to look at the paperwork sent out with the Agenda and informed Mr Mason that Council members would need time to take it back to their Districts.

Mr Mason referred Council to page 12 which detailed the time-frame for the GB Review which is as follows:-

1. Each constituent Country/District to hold an open meeting among their members and then feedback comments to the GB Committee Meeting

ACTION

in July. Scotland have scheduled this meeting for Sunday 25th June an invitation will go out to clubs.

2. GB Committee will then make a decision whether to pursue with the review or let it fall.
3. If the review continues a Conference will then be arranged for the later part of the year which Council will be invited to attend.
4. Council will then make the decision on whether or not to put forward the proposals to the AGM in 1996 or an EGM.

Mr Mason would like to continue the process and complete the exercise and put the proposals to our members on the 25th June.

Mr Craig feels that the Association is being manipulated.

Mr Mason reminded Council that the review came about due Britain's lack of performance at the 1992 Olympics. GB swimmers cannot compete at world standing if GB Swimming is run out of the "back-door" of the ASA.

Mr Mason reminded Council that he is fully aware that the SASA do not want to be assumed into an ASA/GB structure.

Mr Syer commented that we as an Association are supportive of change, however, we are trying to drive through changes in our own development plan.

It was agreed that the open meeting would take place on the 25th June and that this GB document would be carried forward to the next Council meeting allowing everyone the time to study the document.

4. Sponsorship Document

Mr Mason informed Council that this document had been prepared by Murdo Wallace and was for use by key members of the Association to use for personal contacts. It is intended that the document will convince potential sponsors that the SASA are worthy of sponsorship.

Mr Martin suggested to the meeting that our Championships are not attractive enough to sponsors and need a higher profile.

Mr Mason informed the meeting that he, Mr Martin and Mr Wallace had a series of meetings scheduled over the next few months to discuss sponsorship/income generation and reminded Council that Mr Wallace met his financial targets in 1994.

ACTION

5. **National Planning Seminar**

Documentation will go out to members in the May club mailing.
Mr Mason reminded Council of the format for the week-end:-

Day One - the main themes will be calendar planning, licensing of open meets etc. and all Council, Board, Committees, Professional Staff and National Team Staff will be invited.

Day Two - will have three strands which include administration, coaching and teaching this day will be aimed at clubs.

6. **Ratification of Board Positions**

After discussion **Council approved the present Board members for a four year period with annual ratification.**

Discussions took place on certain members of the Board not fulfilling their perceived roles which Mr Mason agreed to take up with the individuals concerned.

IM

7. **Vice Chairman Disciplines**

Mr Mason reminded Council that the structure for filling Board Vacancies was to appoint quality professional people to the posts and that there was a long term problem of finding the key people to fill the posts when existing members step down. It was agreed that we should start to identify potential people for future Board positions.

After discussion **it was agreed that Douglas Brown should be appointed to the post of VC Disciplines. It was agreed that there was no need to interview as everyone was aware of Douglas Browns past experience and areas of expertise.**

Mr Westcott raised the concerns of the Midland District about the appointment of the Team Manager and National Team Coach. Their concern was that these appointment were the same as previous years.

Mr Mason informed Council that five people had applied and been interviewed for the Team Managers post. The process was complemented by Lawrie Randak of the SSC who was responsible for performance and excellence. The appointment of Danny McGowan was unanimous on the criteria that had been set down. Mr Mason informed the meeting that this year there were more rigorous systems in place to monitor the appointments which would be reviewed annually.

ACTION

Mr Mason then left the meeting to attend a Swimming Development meeting.

8. Director of Swimming's Report

8.1 Records

The following records were approved:

Scottish Short Course Records - Female, Senior

100m Butterfly Kerry Martin 01:02:17
National Winter Championships, Ayr - 18/2/94

Scottish Short Course Records - Male, Senior

200m Backstroke Andrew Aitken 02:00:86
National Winter Championships, Ayr - 18/2/94

Multi Nations/International Meets - De-brief

Mr Woodroffe informed Council that there would be a full de-brief of the Multi Nations/International Meets on Wednesday 3rd May. All Council members had received copies of the Team Managers reports from the meets, however, the performance and analysis results were still missing. Mr Woodroffe would be looking to take on any points/recommendations that the Coaches make at the de-brief or in their reports.

Mr Woodroffe commented that we were all aware of the poor performance of Scotland at the Multi Nations, however, the fact that several swimmers were missing from the team would have to be taken into consideration. Mr Woodroffe suggested to Council that Scottish Swimmers do not compete enough in 50 m pools.

Mr Woodroffe informed Council that Scottish Swimmers need to be fitter and in better physical shape, some of the senior swimmers could also have a better attitude and Mr Woodroffe had no intention of sweeping these issues under the carpet.

Mr Syer asked if the number of coaching staff : swimmers ratio and indeed the size of the team could be justified. It was explained that this was an exceptional circumstance because the meet was at home it was used as a building/learning exercise for both swimmers and coaches.

The coaching staff who had never been at an international meet now realise how different it is to club meets.

ACTION

Calendar Planning

Mr Woodroffe informed Council that he had produced a draft booklet on Calendar Planning that had been circulated to Swim Committee and the Coaches Technical Panel. After feedback from these groups the booklet will be up-dated and circulated to a wider distribution for discussion.

Local Authority Initiatives

Discussion are ongoing at the moment with several councils/Local Authorities which include Strathkelvin, Edinburgh, Aberdeen, Renfrew and Cunninghame. The discussions with the Clubs and Councils have been very positive and if all goes well appointments will be made in each of the areas. There is however still a need to look at other areas to promote professional coaching appointments.

Mr Woodroffe explained to Mr Dale that the talks with Cunninghame are still very much in the embryo stages and that he will be copied into all information. Cunninghame District Council approached the SASA and asked them to get involved.

Mr Black thanked Mr Woodroffe for his report and answering the questions put to him.

Mr Woodroffe left the meeting to attend a Swimming Development meeting at this point.

9. Correspondence

9.1 Letter re Council Meetings 1995/96.

The following dates were agreed for Council Meetings:

18th June, 27th August, 26th November as well as the 9th September at the National Planning Seminar.

Mr Black asked for approval of the Editorial Board which was agreed as Ed Adam, Derek Hoare and Max Holland. Mr Black to notify the Board.

Derrick

EM

9.2 Ratification of Water Polo Referees Association Constitution.

9.3 Ratification of Water Polo Co-ordinators as detailed.

Domestic Co-ordinator - Vic Williams
Referees Co-ordinator - Peter Dalziel

ACTION

Both of 9.2 and 9.3 were ratified by Council. Mrs Mackenzie to notify Mr Elder.

EM

9.4 Rules for Long Distance Swimming.

Mr Syer informed Council that the above rules submitted to Council were in fact ASA rules and therefore could not be approved by Council.

Mrs Mackenzie to write to Ian McIntosh and ask him to submit Scottish rules/regulations to govern Long Distance Swimming in Scotland and then Council would look at these for approval. Mrs Mackenzie to inform the Long Distance Convenor that Fina Rules can be adapted to domestic situations.

EM

Mr Syer raised a concern that Long Distance presented trophies last year without notifying Council. EM to add this to the above letter and inform Ian McIntosh that trophies have to be properly registered with Council.

9.5 Memo from Long Distance Swimming Convenor re Co-opted members.

Mr Syer informed Council that the East District had an interest in Long Distance Swimming. Mr Black commented that the committee would have to look nationally beyond the midland district. It was agreed that as part of the Long Distance Development Plan they should be looking at the national needs and making an effort to get other districts involved.

It was agreed to approve the co-opted members as requested, however, Mrs Mackenzie should write to Ian McIntosh informing him that no co-opted members have voting rights. There was no objection from Council of the other people helping out with the workload of the committee.

9.6 Letter from Dunfermline Water Polo Club re Water Polo rule changes. Letter from National Water Polo Convenor re Water Polo rule changes.

After discussion **it was agreed that Mrs Mackenzie should write to Dunfermline Water Polo Club and Ross Elder**

ACTION

to inform them that the rules and regulations of all standing committees have got to be approved by Council and then implemented, however, all interested parties should be consulted before making any decisions to change rules.

EM

EM to also ask R Elder to provide Dunfermline Water Polo Club with a break down of the fees being charged.

EM

After discussion **Council agreed to direct the SWPC to carry on with the leagues on an ad-hoc basis and to charge the clubs as proposed, without setting a precedence, however they must stick to the present rules for qualifying for European Club Competitions until all SASA Water Polo Clubs have been consulted and a majority decision made.** EM to incorporate this into the above letter.

EM

9.7 SASA Policy Document.

This document had previously been discussed under the Board of Managements Report.

Mr Black informed the meeting that there was no AOCB at a Council Meeting and that all Business should be sent to the Administration Manager for inclusion on the Agenda.

Mr Syer asked that the following items be placed on the next agenda:-

1. New Local Authority Structures within Districts.

Mr Syer to present a paper to go out with the next Agenda.

PS

2. Accreditation of meets.

It was agreed that this should be put forward to the Swimming Committee for discussion on their Agenda.

EM

Mr Black thanked everyone for their time. The meeting closed at 2.50 pm.

Date of next meeting

Date: Sunday 18th June 1995

Venue: Perth Ice Rink, Perth

Time: 10.00 am - 2.00 pm