

SCOTTISH AMATEUR SWIMMING ASSOCIATION

MINUTES

COUNCIL MEETING

Date: Sunday 16 June 1996
Venue: Perth Ice Rink, Perth
Time: 10.00 am

Sederunt:	Mr N Grierson	President
	Mrs A Thow	East District
	Mr R Reekie	East District
	Mr S Davidson	Midland District
	Mr J Phillips	North District
	Mr R Craig	West District
	Mr M Holland	West District
	Mr I Mason	Chairman, B.O.M.
	Mr S Martin	VC Finance & Admin, B.O.M.

In Attendance:	Mr M Woodroffe	Director of Swimming.
	Mrs E Mackenzie	Administration Manager

ACTION

- 1. President's Address**
President's address attached to the minutes.

Mr Grierson welcomed Mr Reekie to the Council meeting and presented a Council badge to him.

- 2. Apologies:**
Dr D Hoare, Vice President
Mr B Black, Past President
Mr A Drummond, North District

- 3. Minutes of Previous Meeting**

Minutes approved as a true record.

Proposed by: John Phillips

Seconded by: Stewart Davidson

4. Matters Arising from Previous Minutes

PAGE 2 - SSSA, Mr Holland asked for any update from Mr Grierson following the AGM of the SSSA. Mr Grierson reported that the SSSA did not seem to feel that they could achieve very much more on the equality basis as the heats are all co-ordinated by different authorities and it would therefore be difficult to achieve standardisation across the Districts. Briony Shimmons has agreed to offer any assistance to co-ordinate their Championships.

Mrs Mackenzie was asked to send a letter to the Secretary of the SSSA requesting that a full set of results from their Championships be sent direct to the Association.

EM

PAGE 4 - Mr Martin confirmed that he would be updating Council with regard to Insurance and the lease at Cambuslang in his report.

PAGE 5 - Timing Equipment. Mr Grierson read a letter from Colin Wilson, which had been sent to Helen Murray, to the meeting. It was agreed that as Council had previously debated the ownership of the Timing Equipment at great length this letter should be passed to the Midland District for consideration.

EM

PAGE 9 - Mr Mason confirmed that he would be updating Council with regard to the Pathways to Performance Programme in his report.

PAGE 11 - Mrs Mackenzie informed Council that she was in the process of obtaining quotes for the printing of the constitution.

EM

4.1 Association's Archival Material

Mr Grierson informed Council that Mr Black and Mr Brown both have a great store of archival material and that when the Association moved premises from Stirling to Cambuslang all of the information/ records pre 1990 were thrown out.

Mr Reekie suggested that we should seek professional advice from the "Society of Archivists" and take guidance on what we should be storing. Mr Reekie agreed to write to the Society and report back to Council. Mr Grierson would then appoint a sub-committee of Council to look at the material.

BR

NG

5. Vice Chairman, Finance & Admin Report

Accounts as at 31st May 1996 tabled.

Mr Martin reported that the real shortfall in the budget was the difference in shortfall from the number of ACF's and Per Capita fees compared to this point in 1995. The overall finance of the Association is reasonably well

and an interim audit will take place during June to deal with the amount of paperwork. Mr Martin reported that Convenors are controlling costs quite well and this will have to continue.

Two disappointments with regards to income generation are:

1. Executive Patrons Club
2. MBNA Visa Card

Mr Martin asked Council to go back to their Districts and promote both of the above schemes.

ALL

Cambuslang - Mr Martin reported that South Lanarkshire Council have not moved any further with the lease at all which is being held up within the Legal Services Dept. This lease is due for renewal at the end of September. Mr Martin and Elspeth Black are chasing this up and Mr Martin will keep Council informed.

SM

The lease should have been concluded before the new unitary authorities came into being.

Mr Mason reported that he is negotiating with Glasgow for office space in Phase II at the new Tollcross Leisure Centre, however, a lottery application will have to be made.

Centenary Logo - Mr Martin asked for Council's permission to use the centenary logo for marketing Association goods for sale through national shops. The Association will receive a royalty of £1/item. Council agreed.

Photocopier - Mr Martin informed Council that he had cancelled the contract with Rank Xerox in favour of a new contract with Concept.

Concept were offering the best photocopier for Association use and the Association have now purchased the machine rather than leasing it. Mr Martin managed to negotiate a cheaper charge/copy. Concept have also agreed to provide machines for major events.

Sponsorship - British Diving Festival. Mr Martin reported that Colorado Timing Systems had provided full sponsorship for the above event and would also be doing the same for the FINA Synchro event. This has saved the Association £9,000 as the Association only covered the accommodation cost of the operator. Mr Martin also informed Council that if any Colorado equipment is purchased in Scotland the Association would receive a royalty.

Insurance - Mr Martin to meet with Perkins Slade and a representative from the Insurance company in August to discuss all issues of insurance within swimming.

Mr Martin has taken advice from Mr Black and Mr Ed Adam and the feeling is that it would not be unreasonable to ask Technical Officials to become members of the Association. At present Technical Officials are covered (this is detailed in the summary of insurance cover).

Mr Holland wished it be noted that there were not enough Officials at present to run/officiate at Galas and he feels that this situation will become more evident and a cause for greater concern in the future if Technical Officials are made to become members of the Association.

Mr Martin to keep Council informed.

SM

Mr Grierson thanked Mr Martin for his report.

6. **Administration Manager's Report**

Mrs Mackenzie's report had been circulated with the Council business.

The following points were raised in the report:

- SASA Staff/Office
- SSC Staff/Volunteer Training
- ½ Yearly Audit
- National/Age Group Championships
- ACF Database
- National Planning Seminar

Entries - Mrs Mackenzie informed Council that Carnegie ASC had continuously in the past three years entered swimmers who fell outwith the consideration time at national events. In light of this fact and the club had submitted 18 entries for the Nationals and 17 entries for the Age Groups all outwith the consideration time which caused a tremendous amount of extra administration, Mrs Mackenzie asked Council to consider fining the club £68.00, this would result in the club not getting a refund for their Age Groups entries. **Council agreed.**

EM

Per Capita/ACF Payments - Mrs Mackenzie informed Council that Western Baths Water Polo Club had not made their 1st Per Capita return within the timescale and were deemed unaffiliated. After making their return the Club then played Water Polo without paying ACF's for members. **Council agreed to fine Western Baths £250 and suspend the club until payment had been made.**

EM

Proposed by : Ian Mason /

Seconded by: Bob Reekie

Computerisation of National Events - Concerns were raised about the Sykes Meet Management System. The programme does not appear to be "user friendly" and there is a general concern about support from Graham Sykes himself (very difficult to contact).

It was agreed that there is a need to promote computer training of the Sykes Meet Management System at national events.

Mr Mason suggested that there is a lack of trained personnel on the present computer system and that the concerns about the present system should be relayed back to Swimming Committee.

EM/SM

6.1 International Permit and Transfers

The following were approved:

1. International Permit for Haddington ASC and Tranent ASC.
Travelling to France on the 15th July 1996.
2. Clearance Certificate for Euan Stewart transferring from
Drumchapel - West District
to City of Dundee - Midland District

Mr Grierson thanked Mrs Mackenzie for her report.

7. Board of Management Chairman's Report

1. **Pathway to Performance** - Mr Mason reported that many posts have now been filled and arrangements are being finalised. A booklet giving guidelines for coaches is being published at present and the syllabus for the programme is also currently being prepared. Ian McGregor and the Districts to decide the venues.

There will be a Staff Induction Day on the 1st September and the programme will start in October.

Concerns were noted about the method used to introduce the system.

2. **Associations ½ Yearly Review** - Mr Mason reported that the meeting had been positive and the Association were complemented on their progress to date in areas such as management, administration and financial controls. The Board representatives were proactive in highlighting our areas of weakness these being:

1. Performance - it was noted that Governing Bodies do not create performers they merely create the environment. There is a need to look

at coach development and investment in the next generation of coaches.
There is also a need to prioritise technical appointments.

2. Income Generation - this is not an uncommon problem amongst other Governing Bodies, however, we will have to develop sponsorship in the longer term.

Mr Mason reminded Council that a publication will be circulated at the two year review stage highlighting where we are as a sport in December 1996.

3. LEN Calendar Conference - *Report tabled.*

The following are the key points from the report:

1. Mr Mason met with Soren Korbo with an aim to further advance our international events. This meeting was also useful to clarify some points relating the European Junior Championships as Mr Korbo is the Meet Director for this years event in Copenhagen.

Arrangements have been made for Douglas Brown and Mike Sheppard to attend the EJC in Copenhagen to assist them as they will be responsible for the technical element of the event in Glasgow in 1997.

2. Change of ages at the European Junior Championships -

16/17 Boys	17/18 Boys	} this will allow a link into the } Senior EC
14/15 Girls	15/16 Girls	

3. Acceptance of European Sprints and Short Course Championships to be held every two years.
4. Mr Mason reported that there would be no more Calendar Conferences. An Annual Congress will now be held. Five delegates can attend, however only two from each federation can vote.

Mrs Mackenzie to ensure that those not present at Council receive the report.

EM

4. **Speedo Contract** - Mr Mason reported that the contract is now signed and the kit design has been agreed. Mr Mason will memo Convenors and National Team Staff. Mr Martin to front load the kit order to bridge the gap.

5. AOCB

1. **Venues for National/International Events** - Edinburgh City Council have indicated a willingness to host both domestic and international events. Glasgow City Council have offered to take on events up until the year 2000.

2. **1996 Short Course Championships** - Venue confirmed as Aberdeen.
Mr Phillips agreed to notify North District.

JP

3. **ACF Payments** - Mr Mason asked council to keep checking payments of ACF's within their Districts. Mr Mason complimented the West District who have been very thorough in this.

4. **National Development Officer Post** - Mr Mason reminded Council that Briony Shimmons is on a three year contract and the Association must inform her in November 1996 if her contract will be renewed.
Mr Mason raised this to alert Council to look at ways to sustain this post. This has to be put on the next Council agenda.

EM

5. **Wrightsports** - Mr Mason hoped that by Tuesday 18 June 1996 the contract between the Association which Mr Wallace is dealing with and Wrightsports will be concluded.

6. **Swimming Committee Meeting Dates** - *Reference to Board minute*
Mr Mason still to take up with Mike Sheppard.

Mr Grierson thanked Mr Mason for a very full report.

8. **Director of Swimming's Report**

Mr Woodroffe's report had been circulated with the Council business.

The following points were raised in the report:

Professional Coaching Appointments - Glasgow post to be advertised in the July Swimming Times and June Swimming 2000.

East Dunbartonshire - Mr Woodroffe reported a very good possibility that a High Performance Coach post will be advertised in the very near future - this is conditional that local clubs come on board and put money into the post.

Mr Holland reported that feedback in the West District was that two of the three local clubs were not in favour of this post and were not supportive of the appointment. Mr Holland requested that the situation be approached with sensitivity.

Mr Holland indicated that the feedback which he had received regarding the East Dunbartonshire post was not as stated in Mr Woodroffe's report, although he believed that Mr Woodroffe's report indicated what he had been lead to believe.

Mr Woodroffe was surprised by the above comment as all three clubs had been involved in writing the development plan.

Mr Woodroffe also asked Council for confirmation that they were still in agreement that his job was to implement the SASA development plan, a job that Mr Woodroffe feels that he is trying to do professionally and diplomatically.

Development Officer Appointments - Mr Woodroffe reported that Dundee would definitely be advertising for a Swimming Development Officer. The Association have no real involvement, however, will advertise the post via our club mailing.

Mr Davidson asked why this would not be a coaching appointment. Mr Woodroffe reported that the post is perceived to enhance swimming at grass roots level.

NSPCC - Mr Woodroffe to copy document to Council. Some areas of the document still need to be agreed. A procedure needs to be put in place to deal with any incident which may occur.

Mr Mason felt that from memory any person involved in an incident against any minor would be automatically suspended as stated in the SASA Code of Conduct. Mr Woodroffe believes the issue to be more complex and feels that more thought will have to be given to the document after Council have read the booklet.

Mrs Mackenzie to distribute booklets when they arrive at SASA office.

EM

GB Technical Swimming Committee - Mr Woodroffe asked Council to consider opening the 1996 Short Course Championships to allow for selection to the GB team for the World Short Course Championships to take place. **This was agreed by Council.**

8.2 Letter from Ray Morgan re: record broken by Bryan Morgan at the Schools International held in Stockport in March 1996.

Council approved record.

8.3 Letter from Trojan SC requesting that the section relating to West Lothian in the Council minutes of 21/4/96 be withdrawn.

8.4 Letter from Bathgate ASC relating to the Director of Swimming's Report in the Council minutes of 21/4/96.

After much discussion Council agreed that the minute was subtle and unambiguous as it did not refer to any clubs or individuals. Mr Holland suggested that we could not withdraw the statement as we had previously agreed the minutes as a true record.

ACTION

Mrs Mackenzie to write to both clubs informing them that Council will not withdraw the statement from the minute.

EM

- 8.5 Further letter from Bathgate ASC re: letter from West Lothian Council.

Mr Woodroffe informed Council that the steering group would be set up to investigate a way forward and then report back to the clubs before any decisions are made. It is hoped to attract non club/committee members onto the steering group in an attempt to broaden the influence. Mr Woodroffe also informed Council that a previous attempt to write a development plan by the local clubs did not materialise.

Mrs Mackenzie to draft a reply.

EM

9. Correspondence

- 9.1 Application and Constitution from Clackmannanshire Swim Team.

Council approved application.

- 9.2 Letter from Liz Hastie re: Long Distance Investigation.
Original letter from Liz Hastie re: behaviour of the Agleys

Mr Holland outlined the two points for consideration, these being:

1. To consider the behaviour of the Agleys.
2. Take action, if Council feel this is appropriate.

It was noted that a member of the Council Executive and/or the VC Disciplines will now try to be present at future Long Distance Committee meetings and monitor that the Committee are now constitutional in running their meetings.

It was agreed that Mrs Mackenzie should write to Mrs Hastie informing her that there is now a mechanism in place for monitoring the meetings and that the particular incident referred to in her letter relates to a non SASA member. Council wished Mrs Mackenzie to point out to Mrs Hastie that it is important that all involved in Long Distance put their energy into the sport.

EM

9.3 Letter from parent which has the backing of Bathgate ASC re: East District Meets.

It was agreed that this letter should be referred to the District.

Mrs Thow mentioned that the meets are not run to make a profit and that all monies are then reinvested back into the sport. Mrs Thow agreed to deal with at District meeting.

AT

9.4 Application and Constitution from Tayseals Water Polo Team.

Any mention of club within this constitution to be changed to Team and then the application can be approved.

Mr Davidson reported that he did not tell Tayseals Water Polo Team that they could play he merely informed them that the Midland District had approved the changes to their constitution.

Mr Grierson mentioned that the new office staff who were through at the National Championships did not benefit from the meet. More time must be given to new staff to introduce them to the sport and explain events. Mr Grierson thanked Helen Murray for introducing the new staff to members of the Association at the President's Reception.

Mr Grierson thanked everyone for their attendance. The meeting closed at 2.35 pm.

PLEASE NOTE THE DATE OF THE NEXT COUNCIL MEETING:

Date: 13 October 1996
Venue: Perth Ice Rink
Time: 10.00 am - 2.00 pm

cc: B.O.M.
Council
National Convenors
Ian Russell, SSC
Colin Pearson, SSC
Ian McGregor, TSS Swimming Co-ordinator
Briony Shimmons, National Development Officer
Jim Park, National Coach
Danny McGowan, National Aquatics Team Manager
Youth Squad Team Staff (YS 1)

COUNCIL MEETING - 16 JUNE 1996

PRESIDENT'S ADDRESS

With regret I intimate the passing of George Prescott, President of the Association in 1964, a member of Dundee Whitehall Club. George competed and coached at Swimming and Water Polo for many years. He was a very regular attender at SASA AGM's and Championships as a life member. George took ill in Inverness after the first Annual Congress and remained hospitalised at Raigmore and Victoria Hospital, Dundee until his death on 27 May 1996.

I have attended a number of outstanding events since our last meeting namely British Police Swimming, Diving and Water Polo Championships which were organised by a small committee of policemen with a Swimming and Water Polo background assisted by John Bruce whose computer skills were much appreciated.

The G.B. Festival of Diving was a delight to watch, run by the very enthusiastic GBDF, 200 Divers from all over Britain put on an entertaining championships over five days for under 10's to those seniors who will be representing Britain at the Olympic Games.

The Scotsplash Grand Final was a riot of noise, colour and fervour as the school teams battled through the obstacle courses and relay races to become Champions. The eventual winners were the furthest travelled team from Golspie

My thanks to all those Organising Committees and Technical Officials who produced these events and who have successfully concluded this years Masters, Synchro Age Group, Long Course Swimming and Water Polo Championships and the British Deep Water Polo league final held in Scotland for the first time.

I understand the Editorial Board have had a meeting and will need at least one other weekend before submitting their proposals for consideration. The diligence shown by Messrs Adam, Hoare and Holland is much appreciated. I welcome Bob Reekie to the meeting today as one of the East District Representatives.

We have a very full Agenda so let us proceed.

Norman Grierson
President