

Bridge of Don Amateur Swimming Club Minutes of AGM Meeting, 13 March 2007

DRAFT MINUTES TO BE APPROVED

Present: Linda Barrie, Audrey Deans, Angela Stirling, Lorraine Gardiner, Pauline Brown, Ron Smith, Lesley Moore, Hazel Fowler, Alison MacDonald, Allan McIntosh, Graham Bruno, Kevin Paterson, Joan Paterson, Penny Bruce, Carol Esslemont, Neil McKenzie,

1. Presidents Remarks

After almost nine years on the Committee at Bridge of Don ASC the time has come for me to retire. I didn't volunteer to join the Committee at an AGM but when a vacancy arose in 1998 for a Beta League Secretary I was approached in ASDA and sort of "tricked" into it! But that's a different story. I moved on to be Vice President for two years and have been President for the last two years. For the past few years we have managed to fill all the Committee positions at the AGM, but shortly after the AGM last year the position of Assistant Gala Secretary became available and finding a replacement proved difficult. The club cannot run without parents volunteering to help on the Committee, poolside or becoming timekeepers. We are very lucky to have a dedicated group of parents willing to give up so much of their spare time to ensure the smooth running of the club. I would like to thank them all for their help and work throughout the year.

Unfortunately Pauline has also decided to leave the club. Pauline has been Club Coach Coordinator for the past three years. Having completed the Club Coaches qualification Carole Edwards (who was President) and I asked the Committee for approval to approach Pauline to take on the role of Head Coach, thankfully she agreed to take up the position. Her knowledge and enthusiasm for the sport of swimming is tremendous, her experience in Learn to Swim an added bonus. Learn to Swim has doubled in numbers from the time Pauline started with the club and we now have six classes at Linksfield, rising to seven after Easter. We have two JT2 classes on a Saturday morning, three JT3 classes, two JT4 and one JT5. Pauline managed all the transfers and classes for LTS, ensuring there was adequate Teacher cover for every block. The waiting list for LTS is quite low at the moment and another article will be appearing in the "Whatever" magazine soon, which is free to all Primary school children, to raise the profile of the club again.

Although seen on poolside Teaching and Coaching, a lot of her work was done away from the poolside. Pauline supplied the training programmes for all the squads, again ensuring there was Coach Cover for each session. In 2005 - 2006 alone, 105 sessions required cover. In three years every session has been covered and no sessions have had to be cancelled, if no one else could manage Pauline would cover them herself. She organised monthly coaches meetings and reported to the management committee, to name a few of her jobs. Pauline also gave guidance to all the Teachers and Coaches at the club and I know at times the job of Club Coach Coordinator felt full time. After receiving her resignation I did ask if I or the club could do anything to hold onto her as Club Coach Coordinator. I wish her every success and happiness in the future, whatever she decides to do.

At Christmas Norman decided the time had come for him to stop coaching. Norman had been a coach with the club for over 10 years, also spending a few years on the Committee. Lately coaching mainly the Elite/Associate swimmers they wonder if they will ever hear "Steady Build Max Max" again – a Saturday morning favourite of Norman's. Norman is missed by the swimmers, and not just for their Jelly Babies at galas!

The club has lost two very experienced coaches with Pauline and Norman leaving. With the loss of Amie, Wendi leaving at Easter the club will have lost another two Level 2 Teachers. Pauline has ensured before she leaves that there are Teachers/Coaches in place for all sessions. We are very fortunate to have a dedicated team of coaches and a number of parents and "older" swimmers assisting training sessions on poolside. I would like to thank all of the coaches for the many hours they put in on poolside. I hope that the Club can uphold the structure in place for coaching and maintain the quality we have to hold onto SwiMark. The SwiMark Audit pack was completed in the last year and we have just received feedback. I hope that the new Committee will continue to complete the next stage of SwiMark as completing it can only benefit the club as it would show we have reached a standard set by Scottish Swimming with a structured plan in place both in Coaching and Administration.

In the last year squad numbers have remained about the same, although the numbers in Associates has fallen. As attendance for Elite squad recorded low levels, it was agreed at a coaches meeting that the sessions for this squad were reduced to four a week. I have always supported Elite/Associate squad and spent a lot of time trying to justify keeping the five sessions before it went to the Committee. With the low attendance levels, availability of coaches and pool time it was agreed by the Committee to reduce the sessions of Elite squad to four. Some of the Committee members raised concern over the drop in numbers in Elite and the squad came under a lot of discussion within the Committee. The Committee felt that the swimmers in Elite/Associates should be given the opportunity to air their opinions therefore

Pauline and I issued a detailed questionnaire to all swimmers in these squads. Results showed that there were no major concerns amongst the swimmers. With the age of these swimmers, school work and work commitments there are going to be drop outs. Numbers coming through the squads may see an increase in Elite squad in the future and training times may have to rise again come time to support the squad. I think the concerns raised month after month at the Committee meetings was a contributing factor to Pauline's decision to leave. Committee and coaching issues should remain separate.

2006 was again a busy year. We held our 3rd April Showers Gala and our 8th September Splash Gala. Club and COAST swimmers continued to attend and perform well at all levels of galas. Of course without the swimmers there would be no swimming club.

BODASC are very fortunate to have an enthusiastic group of swimmers, who were a pleasure to work with.

Fundraising was boosted with a bag packing session in November. Thank you to all the swimmers, and parents who turned up to help. It was good to see so many, including all the COAST swimmers supporting their club. Social events included a Beetle Drive and an outing to the cinema at Christmas.

Many challenges lie ahead in the coming year for the club which I'm sure the new Committee and Coaches will undertake head on. Throughout my time with Bridge of Don ASC I have made some very good friends and have some very happy memories. I wish Bridge of Don ASC continued success in the future.

Linda Barrie
President BODASC

2. Apologies for Absence.

Cindy McIntosh, Jill Dewsbury, Julia Riddoch, Elaine Holt

3. Minutes of Meeting held on 14 March 2006

Minutes proposed by Kevin Paterson and seconded by Graham Bruno.

Matters arising:

AOB: North District Reps – Neil McKenzie, Allan McIntosh, Kevin Paterson, Julia Riddoch

COAST rep – Allan McIntosh

Website Administrator – Allan McIntosh

4. Hon Secretary Report

Well this last year has certainly been a different role for me, handling email, post, bookings and licence applications. This can be trying at times when you rely on Royal Mail there is no guarantee that things will arrive on time or at all.

Pool bookings can also be a challenge, especially with the prolonged closure of Bon Accord forcing a change of venue for the Clubs September Splash meet in 2006.

On the whole the secretarial year has gone smoothly and I am moving on to another role within the committee. I wish the new secretary well and will be on hand to assist in filling out the never ending booking forms.

Unfortunately for the club, Pauline our Club Coach Coordinator is leaving which will result in some committee positions finding their job role increasing, no doubt the secretary will struggle to find a home for some mailings that always landed on Pauline's desk.

Finally I must thank Linda and Pauline for their assistance to me, not only in my role as secretary but also my previous role as Treasurer, the club will miss their guidance and knowledge.

Good luck to the club for the next year.

Audrey Deans

5. Meet Secretary Report

I took on the position of meet secretary last year with some knowledge of what it involved but didn't really appreciate how time consuming the role actually would be. In a brief summary, I have to get the entry forms out to the swimmers in good time for the meet closing date, check the returned entry forms, occasionally deal with late entries, complete the meet forms and input swimmers and entry times to Hy-Tek or SportSystems, send the entry to the club before the closing date, deal with rejections/withdrawals and even after the meet is long past, deal with refunds.

Since the last AGM the club has entered swimmers at 21 meets in total and in addition to these I have dealt with entries for 4 time trials and the Club Championships in December as well as the Mitchell Trophy which was subsequently cancelled.

Well done to the small number of swimmers who regularly enter meets and achieve many PB's and won medals. Our normal entry to any meet is usually less than 10 swimmers, but I feel that those who do enter thoroughly enjoy themselves on the day. I would like to encourage more swimmers to enter meets.

My year was marred by an unfortunate issue that resulted in the parent of a swimmer feeling it necessary to withdraw the swimmer from the club. I would like to take this opportunity to explain the issue and the reason why the club took the action that it did.

In June 2006, we received a request from a parent of a COAST swimmer to enter the swimmer into the Fins Graded Meet in August 2006. This meet was neither on the COAST meet calendar or the Bridge of Don meet calendar and to my knowledge has never been in the past. It was clear in this instance that it was the parent who initiated the request to enter this meet, not the COAST coach, although the coach was aware of the proposed entry. This was the 3rd time in the previous 6 months where a request had been made by the same parent to the club meet secretary to enter the swimmer to a meet not on either club or COAST meet calendar.

After much deliberation we decided that the club should not enter the swimmer into this meet for the following reasons:

- We wanted to ensure that no parent of a club swimmer could question why the club is entering a COAST swimmer into a particular meet without offering the same meet to the club swimmers.
- We felt that it was setting a precedence for any parent wanting to enter their child into any meet not on the COAST or Bridge of Don calendars to expect the club to enter them into that meet if requested.

The parent in question did not take our decision very well and threatened to withdraw the swimmer from the club claiming that the club were forcing this decision. We didn't want the swimmer to leave the club and offered to enter the swimmer into this meet but made it clear that in the future we would only be entering swimmers to meets which were on the club or COAST meet calendars. However despite the club entering the swimmer into this meet, the parent still deemed it necessary to move the swimmer to another club and the swimmer actually swam in the meet for the other club.

I hope that now, over 8 months on from this situation arising, the parent in question understands the reasons for the club's action. I am also strongly of the opinion that if the parent had been on the club committee and that a swimmer was involved they would have agreed with the action taken by the club.

The only remaining thing is to say that overall I have enjoyed the role of meet secretary despite some of the hassles involved and I am prepared to fulfil the position for another year.

Allan McIntosh
Meet Secretary (Entries)

6. Coach Report

Programme

Learn To Swim

Teachers and coaches had a review of our existing syllabus and any additions or changes came into effect in January this year. Parents were issued with updated data.

We have now gained an extra half hour slot on a Monday evening at Linksfield as vacant time on a Saturday morning is proving more difficult to fill due to a lack of teacher cover for next block plus the fact that our classes are increasingly larger. This should be seen as a great achievement by all concerned poolside and the club require seeing the potential of more classes and more swimmers in the future as we are proving a popular club to join.

I hope the new committee will take utmost priority in finding additional teachers so that a child wishing to join our swim scheme is given the opportunity to do so in the near future.

We have 4 new swimmers commencing in Easter that will fit into our current timetable.

The more swimmers we have at this level means we will build on our pyramid to success!

Insert graph here.

Squads + Coast – 52 Total

JC1 - We have 15 swimmers currently in JC1.

JC2 currently have 12 swimmers.

7 in our JC3/4 squad

4 in Elite

4 training twice a week with Associates.

1 member

COAST

9 swimmers in COAST, 3 in Junior Potential, 2 in Youth Potential, 4 in Potential.

2 attending JC4 link session.

COAST panel meeting have become quite sparse and general lack of communication requires to be looked at by the club.

The club maintained its number of squad swimmers from the previous year however we will see an increase in April 2007.

Graph below shows members at the beginning of Jan 07 and then predicted increase in April 2007.

Insert graph here

Link Session

Aberdeen City Aquatics link session proved beneficial this term when we enrolled 8 new members, our highest number ever. This is an opportunity for the club to impress these young swimmers and encourage them to move from the council run curriculum.

Rookie

Our Rookie programme on a Sunday afternoon is coming up to its first year. This extra discipline within the club is proving to be very popular with swimmers and I hope that many more swimmers give lifesaving a try and it continues for many years to come.

Education

Presently the club have 5 Level 2 and 8 Level 1 teachers. There are both level 1 and level 2 ASA courses running shortly this year and we have had an interest shown from one teacher to attend level 2 and parent helpers wishing to attend level 1.

Future Development

Increase LTS scheme.

Achieve and maintain classes to full capacity. Increase membership of club.

Continue graduation of swimmers into COAST.

Level 1 teacher's to continue on to Level 2 qualification.

Encourage teachers to attain appropriate teaching licence.

Teachers attend relevant teacher education seminars through IOS Continued Professional Development days.

Conclusion

Some committee members over enthusiasm for one particular squad last year had a detrimental effect in my role as CCC. I believe I treat all swimmers within the club equally and offer every opportunity for swimmers to develop their potential to the fullest. I place no restrictions in the development of their swimming until such a time when changes become necessary due to lack of attendance, commitment from swimmers or no coach cover. Any decision taken was discussed in the first instance with the teachers/coaches concerned and with the facts before us a conclusion was agreed upon before it was brought to the attention of the committee. I decided that I should forward my resignation in October last year to conclude my work with the club tonight at the AGM.

Overall, I have enjoyed my time with the club and met many new friends. I would like to convey my appreciation and endless support that I received from all the teachers and coaches past and present, which I had the privilege to work with. Without you, BOD would not be the success it is today!

I thank the committee for the time they dedicate to the club.

I have nothing but admiration for our swimmers. They are progressing through the levels achieving personal success and we should be proud of their accomplishments and effort that they put in time and time again.

The future prosperity of the club lies within the continued commitment and unity of everyone.

The learner/developer is most likely to come back for more if he leaves with an overall feeling of having been successful, and there are a variety of ways of achieving success.

Pauline Brown
Club Coach Co-ordinator
Bridge of Don ASC

7. Financial Report

The Accounts for the previous year were approved.

STATEMENT OF INCOME & EXPENDITURE YEAR TO DATE Bridge of Don Swimming Club as at February 2007

Income from March to YTD

Fees	13,207.85
Gala Entries	2,238.75
Swim Shop	1,030.28
SASA Reg.	1,664.15
Membership	2,671.80
Misc *	2,657.56
Learn to Swim	8,203.65
Sept Splash	3,014.04
Beta League	0.00
April Showers	2,505.10
Rookie	1,085.00

£38,278.18

Expenditure from March to YTD

Pool Hire	10,045.79
Gala Entries	2,491.50
Refunds	572.85
Swim Shop	973.97
Postage & Stationery	245.61
Juice etc	328.85
COAST	378.00
Audit Fees	270.25
Misc *	3,180.19
SASA registration	3,612.75
Sept Splash	2,538.30
Apl Showers	
Honarium	

£35,534.00

8. Membership Fees

It was proposed that the Membership Fee would remain unchanged at £35 per swimmer and £1 per adult member. This was unanimously agreed.

9. Proposed Changes to Constitution

Please see attachment 1 for proposed changes to the Constitution.

10. Proposed Changes to Bye-Laws

Please see attachment 2 for proposed changes to the Bye-Laws.

11. Election of Management Committee Members

Position	Nominee	Proposed	Seconded
President	Ron Smith	Hazel Fowler	Angela Stirling
Vice President	Vacant		
Treasurer	Carol Esslemont	Angela Stirling	Lorraine Gardiner
Secretary	Lorraine Gardiner	Alison MacDonald	Penny Bruce
Assistant Secretary	Donna Cook	Hazel Fowler	Carol Esslemont
Membership Secretary	Hazel Fowler	Carol Esslemont	Angela Stirling
Meet Secretary	Allan McIntosh	Audrey Deans	Hazel Fowler
Asst Meet Secretary	Audrey Deans	Allan McInosh	Hazel Fowler
Child Protection Officer	Elaine Holt	Hazel Fowler	Carol Esslemont
Equipment Convenor	Vacant		
STO	Joan Paterson	Carol Esslemont	Angela Stirling
Learn to Swim Co-ordinator	Angela Stirling	Hazel Fowler	Carol Esslemont
Coaches Representative	Vacant		
News Letter Editor	Yvonne Yates	Hazel Fowler	Carol Esslemont
Adult Member	Penny Bruce	Hazel Fowler	Angela Stirling

At this point Linda handed over the chair to the club's new President Ron Smith.

Ron expressed sincere thanks to Linda and Pauline for their dedication to the club and wished them every success in the future.

12. Approve Management Committee appointing Auditors for the Club's Accounts

By a majority vote it was agreed that the Management Committee had approval to appoint the Auditors for the Club's accounts.

13. Life Membership Awards

Life Membership was awarded to Linda Barrie.