

Our Vision – Our community empowered through a lifelong love of swimming.

**Minutes of the Swimming Wellington Board Meeting
Tuesday 19TH November 2024, 5.30pm @ KPMG**

Board members attending

Mike Heath (MH)
Marty Robinson (MR)
Shaun Iwikau (SI)

Istvan Csorogi (IC)
Cavan O’Connor-Close (COC)

In Attendance

Angus Pashley (AP), Executive Officer
Deane Carson (DC)

Agenda Item	Discussion	Decision/Action	Timeframe	Responsibility
1 Meeting Opening				
1.1 Agenda confirmation		Agenda confirmed	N/A	MH
1.2 Apologies	Marty Robinson (MR) was an apology for the first hour of the meeting.	N/A	N/A	MH
1.3 Introductions, Board terms & charter, liaisons, Induction	SI and COC to sign Board terms & charter (B1, B2)		Ongoing	AP
1.4 Director Conflict of Interest – new/changed disclosures	SI and COC to provide the conflicts to AP offline (C)	Changes to be updated before the next meeting.	N/A	AP
1.5 Election of Chair, Deputy Chair and Treasurer	MH nominated for Chair by AP, second by COC (D) MR nominated for Deputy Chair IC nominated for Treasurer	MH confirmed as Chair MR confirmed as Deputy Chair IC confirmed as Treasurer	N/A	All
1.6 AGM review & minutes (17/10/2024)		The Board confirmed these minutes, subject to amendments.	N/A	All
2 Finances				
2.1 Financial report and Payments	AP, IC, and DC presented the financial reports and payments.	The Board noted the financial report and payments.	Ongoing	DC/AP/IC
	Financial Dashboard with Traffic light system to be set up to make financials more user friendly and easily identify any risks (F)	Create Dashboard before the next meeting	11 Feb 2025	MH/AP/DC

2.2 Westpac authorisers and administrators	AP tabled one funding applications with Four Winds	The Board noted the funding applications, IC and NT to approve digitally.	Current	AP/NT/IC
	Confirm 3 rd Westpac Authoriser	COC confirmed as 3 rd Westpac authoriser. AP/DC to set up authorisation for COC.	N/A	AP/DC/COC
2.3 Funding audit and current applications	AP presented Funding Audit	The Board noted the Funding audit and to continue annually	Ongoing	AP / IC / DC
3. Management Update, Environmental Scan & Actions				
3.1 Management report	AP presented the management report to the Board. Highlights for the past 6 weeks have been (H)	The Board noted the action items.	Ongoing	AP
3.2 Primary Schools review	AP presented the Primary schools review	The Board noted the management report.	Ongoing	AP
3.3 Transfers & Records	AP presented the transfers and records. (J)	The Board ratified the transfers and records.	N/A	AP
4 Committee Updates				
4.1 Events Committee	MH had no updates from the events committee. 2025 calendar has been confirmed. (K)	The Board noted this update.	N/A	AP
4.2 Policy Committee	Policy Committee to be assigned for Policy review (L1-2)	AP/MR to create process of what policies need to be reviewed and the process to review	N/A	AP/MR
4.3 Issues and Resolution Committee	Issues and Resolution Committee Terms of Reference and Disputes & Disciplinary Policy to be reviewed (M1-2)	AP/MR to create process to review	Ongoing	AP/MR
5 Connection and Participation				
5.1 Swimming NZ forum	AP presented feedback on the Swimming NZ forum (O)	The Board noted this update.	N/A	All

6 Other Business & Meeting Close				
6.3 Any other business	N/A	N/A	N/A	All
6.4 Next meeting date	11 February 2025			
Meeting Closed:	Meeting closed at 7.25pm			



Being a true and correct record of the meeting held -

Date – 19/11/2024