

Team Bath AS Management Committee Meeting Minutes

February 13th 2023

University of Bath STV

The Team Bath AS Committee	Apologies
Matt Eves (ME) – Chair	Nick Caller – Club Secretary
Gareth Strange (GS) - Treasurer	Karen Bowen (KB) – Special Adviser
Mark Kelly (MK) – Interim Meet Promoter	Sally Fowler (SF)- Interim Competition Secretary
Jim Durrant (JD) – Interim Welfare Officer	Nicky Slee (NS)– Communications Officer
Jane Middleton (JM) – Training & Workforce	Cara Dowding (CD) – Interim Academy Co-Ordinator
Irene Bopp (IB) – Membership Secretary	Dave Jones – Interim Fundraising Officer
Rob McFarland (RM) – Performance CO-ordinator	Liam Wilcox – Lead Development Coach

Opening Remarks

- Outline meeting agenda
- Approval of Minutes from last meeting
- AGM Minutes Approved
- Actions from previous meeting

Chair Opening Remarks

Welcome to all new committee members joining and a big thank you for stepping forward to help.

March Meet Update

- Agreed to reach out directly to certain clubs – Mount Kelly, Poole, City of Bristol
- Review food options for the meet. Nicky Slee willing to volunteer to help
- Chung to help MK with the organisation of the meet

Head of Swimming contract discussion (to be redacted in published minutes)

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Other Contracts

- More volunteer coaches would be very beneficial – club can support training etc such as Shannon Hatch

AOB

- Circulate Kerry's key action list for committee to consider
- Complaint received around poolside behavior, Jim Durrant to investigate
- Webmaster to update roles

Outstanding / New Actions

Action	Comments	Status
Finance actions		
MK and JM to go onto the banking mandate	MK to speak to Natwest to get list of names on mandate and get new list updated	On Going
General Business		
Actions from Welfare meeting need to be followed up	Need to have a separate discussion to review	On Going
Host overall coaches meeting for coaching and development	LW has been picking up individual discussions	On Going
LW to be asked to join the coaches forum and raise that lack of license at the Arena League which means that times can't currently be used towards targets		On Going
To put contracts in place [REDACTED]		On Going

Action	Comments	Status
Run a race practice day to get parents in to see what is needed to run a meet and enable parents to learn how to do Time Keeping	Speak to parents and run on a Saturday	On Going
Looking at getting exam policy approved at AGM.		New Action
JM and NS will look at getting the contract established.		New Action
Review squad times, to discuss with LW.		New Action
SEv to sit down with LW once a week if necessary to support		New Action
To discuss Coach Now suggestion with LW		New Action
MK will create June pack now and publicise it at March meet. Keep running order the same.		New Action
Price for summer meet needs to be reviewed for summer meet.		New Action
Need to reach out to clubs like Mount Kelly to invite them back.		New Action
Apply for the long-distance funding, for the meet need to give feedback to SESW.		New Action
Need to look at alternative options for food for the meet as catering is not currently covered.		New Action
Advertise Futures Program LW to send details to NS.		New Action
To send email to members informing them of current state of play for nominations and reiterate the importance of filling these roles. Communications Officer role is also still vacant which leaves the club in a difficult position particularly in the recruitment of new members and publicising Swim Meets.		New Action
Propose date of next AGM and announce to Members.		New Action