**Haverfordwest Seals Swimming Club**

**Committee Meeting**

**Tuesday 4th April 2017**

1. **Welcome, Attendance and Apologies**

Attending: Gareth Bennett, Matthew Lewis, Jenny Webb, Andrew Knowles, Debbie Watson, Clare Williams

Apologies: Geraldine Barrett, Jo Trueman, Sian Hill, Leanne Goddard, Nicala Harding

1. **Minutes of previous meeting (16th Feburary 2017 after the AGM)**
2. Proposed as a true reflection of the meeting by GB, seconded by AK
3. Matters arising from the previous minutes:

* Members to be notified in advance of committee meetings so members can potentially raise items for discussion
* Laptops have been purchased. Printer to be explored
* Sponsorship to be followed up for handbooks (GB)

1. **Reports**
2. **Membership:** 7 on trial. All joining. Waiting list has been reduced. 14 remaining on list.

b. **Treasurer:** £13787 at the start of Feb. Now £8865.

c**. Fixtures:** Special mention for CW after she drove to pick-up the new laptops! Unanimous committee vote to drop the Swansea meet from our schedule until further notice due to the ongoing issues encountered with the meet.

**d.Team Manager:** Club champs possible date, 1st October before County champs 14th/15th Oct.

1. **Seating**. Complaints received about the new seating in the spectators’ area. ML to ensure letter is drafted to be sent from the club to the Leisure Centre and Gary Nicholas.
2. **Camping** trip idea being planned by Gareth. Pembrey. Parents to accompany all children in attendance.
3. **Job roles.** JW to finish her job description by the next meeting. GB and ML have completed theirs.
4. **Criteria.** Committee voted unanimously in agreement with the changes to the criteria previously discussed by coaches.
5. **Feedback from coaches’ meeting**. Squad moves agreed at meeting. Criteria discussion and further changes proposed. Lead coaches in agreement. Workshops have begun on skill sets. Floats have been purchased.
6. **Secretary position.** Committee is still looking for someone to fill this role to transition from JT.
7. **AOB.**

* Updated county minutes required for our website (last available are from October 2016)
* CW to follow up on idea of feedback route for parents on website. This can be added to pre-existing contact form (an option for parents to select for an issue to be reviewed by committee member/s)
* Claire D to recommend kit
* Collection policy discussed regarding swimmers being left at the pool late. Reemphasise to parents in newsletter
* Another notice for newsletter: swimmers need to clean their snorkels after each use

Proposed next meeting: Tuesday 30th May 2017 at 7pm