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**Alton and District Swimming Club AGM 2020. 26<sup>th</sup> November 2019 ,7pm via Zoom – Minutes.**

**Note: These minutes were reviewed at 4/2/21 committee meeting.**

**The minutes were approved at the Nov 2021 AGM on 28<sup>th</sup> Nov 2021.**

**Present:** 39 members. Fiona Clement, Amanda Sandberg, Tracy Pilkington, Zoe Goros, Davina Malkin, , D Kember, Michael Heap, Alison Reynolds, Nick Sampson, Caroline Steiner, Anna Sampson, Lisa Tolliday , Jenn Hughes, Becky Shayler, Richard Grundy, Pierpaolo Indelicato, Elizabeth Butler, Kate Allen, Caroline Swain, Ian Jackson, Steve Rea, Amanda Williams, Luke Surplice, Lucie Stewart, Clare Faherty, Anna Sampson, jane Heap, I. Chandler, Helen Jackson, Lynn Hellewell, Kevin and Elizabeth Butler, S.Oliver, Tracy Pilkington, E.Chant, C.Pengilly, Vicki Potter, James and Laura Isted, Louise Fletcher, jess smith

Including Kevin Butler and Helen Jackson which are not registered members of the club but very active parents.

**Note:** As of 5<sup>th</sup> October 2020, there are 240 (over 16) level 1 members of the club so to be quorate at the AGM we need to be 24 in accordance with 11.2 of the club constitution.

**Apologies:** Mandy Jordan, Mark Jordan, Tracy Riches and Vania Roberts

1. The minutes of ADSC AGM 2019 were circulated prior to the meeting and a vote was taken to accept them as a true record of the meeting.

**2. Treasurer's report.**

- The 2020 treasurers report had been circulated before the meeting to all. Appendix 1
- Steve reviewed key items on the report and the decisions including the current deficit and projected deficit of £20k at the end of 2021 based on no more closures due to covid-19
- Thank you to Zoe for all her hard work fundraising and the donation of £1000 which was used to help fund the headsets which have reduced our coaching costs.
- Steve thanked Alison Williams for all her hard work in the role of assistant treasurer for many years supporting Steve and previous treasurers with her knowledge of the club.
- Thank you to Mark Jordan for turning round the Independent Examiner's report. (appendix 2)
- A question was raised on grants and have we made any applications including to SwimEngland. Zoe confirmed that she has investigated over 50 grants but sadly we have not been eligible for any grants including the Sport England grant.
- Zoe confirmed we have recently received a £333 donation from Waitrose.
- All present voted to approve and receive the club's financial accounts.



- An independent examiner was circulated prior to the meeting and accepted by the members present. Appendix 2.
- Zoe as membership secretary highlighted the success of the new co-ordinated approach to trials. We have now inducted 26 new members via this. That is a conversion rate from 28 at trials giving an annual revenue of £12,600 including the joining fee of £20. 16 Masters are due to trial mid Dec which could result in revenue of £7500. There is a Trials waiting list of 28 children.

**3. Head Coach Annual report.**

- See Appendix 3
- Luke thanked the committee, volunteers and Team Managers.
- Kate Allen asked for it to be recorded that Lizzie Allen has qualified for the Down Syndrome European Championships in Oct 2021.
- Demo Dan has now joined the club with the goal for qualifying for the English Maters in 2022.

**4. Chair report.**

- Lisa’s report was circulated before the meeting and no questions were received. Appendix 4
- Lisa talked through areas of the report and how things have constantly been changing.
- Thank you to everyone who helped at the opening of Alton and our PR stand, it was such a great event with so many swimmers and parents.
- Thank you to Trevor Malkin for his fantastic marketing material.
- Thank you to the Covid subcommittee who worked tirelessly to get the swimmers back in the pool after lockdown one. Long days trying to work through all the challenges and get our swimmers in the pool as soon as we could.
- Thank you to our coaches and teachers for dealing with all the changes.
- Lisa discussed how proud she was that we had managed to support our senior coaches throughout the 2 lockdowns.
- Thank you to Demo Dan for the demonstrations in our virtual land training.
- Thank you to Zoe for her fundraising activity.
- A huge thank you to Davina for her amazing work as the Covid lead role.

**5. Election of executive officers and other members of the committee.**

Role		Proposed	Second
<b>Committee role</b>			
Chair	Jenn Hughes	Lisa Tolliday	Caroline swain
Vice Chair	Fiona Clement	Lucie Stewart	Davina Malkin
Secretary	Caroline Swain	Amanda Williams	Lisa Tolliday
Treasurer	Steve Rae	Caroline Swain	Lisa Tolliday



Assistant Treasurer	Jose Rodrigues	Steve Rea	Davina Malkin
Workforce coordinator	Lucie Stewart	Caroline Swain	Amanda Williams
Competition Secretary	Davina Malkin	Amanda Williams	Zoe Goros
Academy Rep	vacant		
Development Squad Rep	Claire Fahety/Rebecca Chant	Lucie Stewart	Lisa Tolliday
Performance squad rep	Amanda Williams	Davina Malkin	Steve rea
Masters Rep/Swimfit	Pierpaolo Indelicato	Caroline Swain	Lisa Tolliday
Welfare rep	Vicki Potter	To be co-opted at the 1 <sup>st</sup> ADSC committee meeting after the AGM	
Swim Mark	Alison Reynolds	Caroline Swain	Lisa Tolliday
<b>Supporting roles to the committee</b>			
Inclusion rep	Kate Allen	Davina Malkin	Caroline Swain
Swim England registration	Jane Heap	Lucie Stewart	Lisa Tolliday
Press release	Caroline Steiner	Caroline Swain	Lisa Tolliday
Fee Recovery	Nick Sampson	Lisa Tolliday	Amanda Williams
Pool Bookings	Lisa Toliiday	Caroline Swain	Amanda williams
Kit orders	Becky Shayler	Davina Malkin	Zoe Goros
Trophies	Helen Jackson	Zoe Goros	Davina Malkin
Newsletter	Ian Jackson	Zoe Goros	Amanda Williams
PR/Marketing/Sponsorship/Fund raising	Vacant	Caroline Swain	Amanda Williams
Fund raising	vacant		
Membership	Zoe Goros	Caroline Swain	Amanda Williams
Social media	vacant		
Assistant welfare	Clare Hodgson	Amanda williams	Davina Malkin
Covid Lead	Davina Malkin	Lisa Tolliday	Caroline Swain
TU IT support/Website/ADSC email	Nick Sampson	Caroline Swain	Davina Malkin

All those standing for roles were elected by those present at the meeting.

## 6. Incoming Chair (Jenn Hughes). Appendix 5

Vicki Potter has agreed to continue in the role as Welfare officer for the club. With reference to the club's constitution the committee are required to co-opt Clare on to the committee. This will be completed at the next committee meeting and documented through the minutes.