**VIKING SWIMMING CLUB**

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**ANNUAL GENERAL MEETING**

**DATE:** Thursday 22nd November 2018

**TIME:** 7.30 p.m.

**VENUE:** Ballyfermot Sports & Fitness, Blackditch Road, Dublin 10

**In Attendance:**

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| Paula Allen, Committee Member |
| Brian McGann, Committee Member |
| Conor Foley, Coach |
| Nuala Connell |
| Isabel Collins, Gala Secretary |
| Sinead Fitton |
| Ciara Kane, Club Secretary |
| Brendan Curtin, Committee Member |
| Brendan Ryan, Chair Person |
| Tony Fagan |
| Kerstin Glueck  Billy Fitton |
| Karen Franzoni |
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| Danijela Klopotan  Martin Lanigan  David Long  Majella Malone, Treasurer  Colette McAteer  Eugene Murtagh |
| Audrey McEneaney |
| Audrey Brod |
| Jackie Roche, Head Coach |
| Vyara Panova |
| Kieron Smith |
| Jacqui Vassallo |
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**The meeting commenced at 7.40p.m.**

1. **The Chair Person, Brendan Ryan, opened the meeting, welcomed those in attendance and introduced the Club Officials and Coaches.**
2. **Minutes of Annual General Meeting held on 30th November 2017.**

The Chair Person, Brendan Ryan, referred to the minutes of the Annual General Meeting held on 30th November 2017 into the record.

There were no matters arising from the minutes

The minutes were adopted without amendment.

1. **Chair person’s Report**

Good evening and welcome!

Viking SC has continued its strong position in Leinster over the last year. This is demonstrated by our athlete retention, the attraction of swimmers to squads and the numbers transitioning to Minnows from other classes. We started last year with 43 minnows and 87 squad swimmers. We now have 32 minnows and 80 squad swimmers.

We have mostly well attended training sessions, galas and club outings. The year go off to a great start with the club winning the Leinster Region Club of the Year award at the Swim Ireland awards in November. This was a real vindication of the quality of work that the club has been delivering. The award is in large part down to the efforts of Jackie and her team and to the support of the committee, parents and athletes. Well done to all.

The club continues in a strong financial position. It is important to remain vigilant with this as it is easy to let spending go wild when the position is strong. We continue to look at fundraising options and spending to ensure a balance of supplement and member payments for events. Over the year we have used fundraising proceeds to supplement team gear, outings, galas, training and coach development. Many thanks to Majella for her efforts in controlling the finances. Majella also completed the team gear project. We have recently made the gear available online with Swimkit and will work on new swimmer gear over the coming months. It is great to see the swimmers getting use of the gear and promoting the club.

As many of you at the senior end of the club are aware, we are planning an away trip for members of the senior squads this season. This will be coupled with an away gala for the other athletes and we will look to allocate proceeds from our fundraising efforts towards these events.

Our year has not been without its challenges though. We ran into Data Protection issues with the Active Portal during the year. This ultimately led us to move to Team Unify, which was not our first choice but has started to develop into a very useful service. We are now using TU for our member accounts, galas, social networking and web hosting. Many thanks to Ciara and Isabel for their assistance getting TU up and running.

We continue to use Whatsapp and Facebook to supplement TU and this year we also started to publish points of interest of the committee meetings on the website each month. Each of these changes are aimed at keeping everyone up to date on what’s happing in the club. It is an ongoing challenge to give everyone the right information at the right time.

We have had difficulties with maintaining gym coaches over the season, which was caused by us losing our coach mid-season last year. Many thanks to Sinead who stepped up to keep this running last season and who has been running the majority of sessions this season.

The blocks available in Ballyfermot have been a continuing source of concern for us. We have made multiple efforts to have these replaced and have failed each time. We did manage to get the existing blocks repaired last season which, at least, made them usable. Thanks to Brendan Curtin for completing this. We continue to work on a solution to replacing the blocks with track start blocks.

One of the biggest struggles we’ve had this year has been with member volunteers for Swim Ireland training events. As a club we have training requirements to meet with Swim Ireland and Swim Leinster. These are aimed at ensuring that Ireland has enough trained individuals, at all levels, to ensure that events and galas can be run at the required standard. The longest of these sessions is about a day, with most being much less. As part of our club constitution we require volunteers to assist with events. We’ve arranged training locally in Ballyfermot and struggled to get attendees. With a major push we managed to get the required Level 1 number completed at the recent course. We also pushed for people to attend SI organised events in the NAC with similar poor results. Committee members made up the majority of attendees at these courses last year but we can’t make up the required numbers. We have also resorted to the threat of athlete exclusion from events, which is totally at odds with the mission of the club. This club is about inclusion in swimming. We all want athletes to partake in swimming and be the best athletes and individuals that they can be. Part of that requires that we have volunteers who turn up for pool bank duty, timekeepers and turn judges at galas and officials training. We should not need to continually chase people to attend these events. Remember that we are not asking you to dress up in your white Fina gear and run galas; your kids just need you to attend a couple of training sessions so that they can take part. As a final note on this, many thanks to those of you have completed this training.

All that said I think that on balance we’ve had a good, while challenging and busy year. I’d like to thank Jackie, Sonia, Sinead, Labhaoise, Conor and Alan for their training efforts over the year and for supporting the committee in learning the ropes. Also, many thanks to Ciara, Isabel, Majella, Brendan, Brian, Alan, Tara, Paula and Maria for all their hard work on the committee over the year. Thanks for Ballyfermot and Stewarts staff for their assistance and finally many thanks to our athletes and parents for their commitment, hard work and enthusiasm over the year.

Thank you.

1. **Head Coach’s Report**

I would like to start by thanking everyone who continue to support the Club.

I would like to thank the Coaches and the Committee for their hard work, and the parents for their commitment and, of course, our swimmers for attending and participating.

The Club is moving from strength to strength but there is always room for improvement!

During the year, we have seen Labhaoise come back on the Coaching team, Leanne Graham achieve her Level 1 Teaching, and Aoife Allen signed up for her Level 1 in January.

We have also seen Sinead take on responsibility for land training, having added a Pilates qualification and ‘Strength and Conditioning’ CPDs to her existing qualifications. She is building a programme which will initially help with flexibility and core strength, and then move on appropriately with our Transition and Senior squads.

This was our first season with the new Swim Ireland system in place. In my opinion the Junior swimmers lost out on opportunities that were there before, but it is improving.

We started the swimming year with the Leinster Development Gala, Leinster Qualifying Gala, Trojan, Irish SC, and our own Christmas Gala before Christmas.

We were happy with the participation and performance of the swimmers at these events but noted a lack of opportunity for our younger, inexperienced swimmers under the new programme in place with SI.

The excitement of winning “Leinster Club of the Year’ last November was a big boost to us all early in the season, and greatly improved the morale of the swimmers and coaches.

In the New Year, we again had the Leinster Development Gala and Qualifying Gala (LC this time), Leinster Open Championships, LAG2, LAG1, Tallaght and Wexford before Nationals in July.

In Nationals D2 we had Aoife Allen, Naoise Allen, Anna Bobiet, Jenny Hogan, Evan Malone, James McAteer, Sophie Nolan, Max Panov and Katherina Perets qualifying. Between them, they achieved 28 PB’s, no medal places but plenty of 4th places!

In Division 1 we had Daniil Loveniski who, unfortunately, was unwell and didn’t really achieve what he should have.

So how can we build for this new season? What can we add to the programme?

My role as Head Coach is to ‘***assist swimmers developing their full potential by analyzing their performance, improving their existing skills, instructing new relevant skills and providing encouragement***’. The job of all the coaches involves knowing their swimmers well and being able to motivate them. They must always work with consistency and communicate well with the swimmers. But it works both ways…!

To do this job properly, swimmers must attend all training sessions and participate in appropriate/recommended galas. We need to see them in competition in order to ensure that the programme is working and to make adjustments as necessary.

Viking SC IS a competitive swimming club! I say this every year, but it must always be in our minds.

However, we have always had a strong ethos towards being be an all-inclusive, nurturing Club, willing to accommodate swimmers who may want to be there because they enjoy swimming and training, but might not be all that interested in competing. But I like to think that all swimmers need to test themselves occasionally to see where they are, to see if they are getting better and stronger, to see change in themselves. A racing situation is the best place to test this, even if, in their own heads, they are racing against their previous best. We would encourage all swimmers and parents to bear this in mind.

We don’t, of course, insist on this. There are always exceptions and we are well aware of this.

It is my responsibility to ensure the correct planning and programming is in place and see that it is followed through. Although I actually do the planning for Senior and Transition Squads, Sonia has the responsibility for the Junior programming, with Sinead taking on some of that. But I do make sure that I have contact with all swimmers in the Club on a weekly basis, and I am happy to report that the programming is achieving its goal.

I realise that it is necessary to move forward electronically with the administration and running of the Club, but it tends to disconnect the Coaches from the swimmers a little. We do speak to the swimmers about their entries, and check and approve all entries, but I am hoping that as we learn more about the software, we might be able to provide feedback directly to parents and swimmers, through the portal, about their entries.

There are definitely more galas this year for our Junior Squad, and more qualifying opportunities for our more experienced swimmers, but I feel there is a lack of knowledge still there among many parents. Because entries are just sent in with a click of a button, and not done face to face as before, it can be easy to be misled. It is vital that swimmers, and especially the parents of younger swimmers, learn how things are done.

If parents feel they would like more information, just ask. We should consider setting up a short workshop session with the parents of each squad to pass on information if that is what is needed.

I am a great believer in education! The coaching team continually do CPDs and courses and I revisit the library of swimming text books I have at home on a regular basis.

Swimmers and parents need to learn too so that we can all move forward together.

As I always say, it is a tough sport that your children have chosen but I can guarantee that it is life-changing for the better. The discipline they will learn will stand to them no matter where life takes them. I meet ex-Vikings regularly, and I have yet to meet one that regrets the time they spent in the pool, or even the early mornings!

Thank you for your time and thank you for your children, without whom, we would have no Club and no one to coach!

Jackie

1. **Treasurer’s Report**

**Treasurers Report for the Year to 31st October 2018**

From a Treasurer perspective it has been another very busy year dealing with the following:

1. Following up on outstanding fees, with a successful outcome.
2. Took on the project of sourcing, designing and distribution of new club gear.
3. Assisting new committee members with the tasks to keep the club running smoothly.

The club has performed very well again over the last 12 months and the details are specified below and also provided are the figures from the previous year for comparison.

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| **31/10/2018** |  |  |  |
|  |  | **Dr** | **Cr** |
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| **Opening Bank Position - Nov 17** | | **37,857.65** |  |
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| **Receipts of Subscriptions/Gala Fees** | | **67,716.00** |  |
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|  |  |  | **370.43** |
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| **Coaches Expenses** |  |  | **16,715.24** |
| **Gala Fees** |  |  | **3,544.00** |
| **Pool Fees** |  |  | **26,660.00** |
| **Other Expenses** |  |  | **11,426.27** |
| **Swim Ireland** |  |  | **4,829.50** |
| **Outstanding cheques at 31.10.18** | |  |  |
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| **Closing Bank Position - 31.10.18** | |  | **42028.21** |
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|  |  | **105,573.65** | **105,573.65** |
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| **31/10/2017** |  |  |  |  |
|  |  |  | **Dr** | **Cr** |
| **Balance 27.10.16** |  |  | **31,135.74** |  |
|  |  |  | **- 190.00** |  |
| **Opening Bank Position - Nov 16** | |  | **30,945.74** |  |
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| **Receipts of Subscriptions/Gala Fees/Outings** | | | **77,101.00** |  |
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| **Bank Charges** |  |  |  | **374.97** |
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| **Payments** | **Coaches Expenses** |  |  | **20,264.45** |
|  | **Gala Fees** |  |  | **5,740.00** |
|  | **Pool Fees** |  |  | **34,718.00** |
|  | **Other Club Expenditure** | |  | **3,858.67** |
|  | **Swim Ireland** |  |  | **5,433.00** |
| **Outstanding Cheques at 30.10.17** | |  | **200.00** |  |
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| **Closing Bank Position - 31.10.17** | |  |  | **37857.65** |
|  |  |  |  |  |
|  |  |  | **108,246.74** | **108,246.74** |
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The club continues to support coach’s development in relation to CPD and it would be seen as an opportunity of investment for the swimmers, which resulted in outstanding performances by the swimmers.

Thanks to all the parents who are now paying for subscriptions and gala fees EFT. It is a huge improvement from the way things were done.

The major projects this year:

1. Senior and transition trip to Spain
2. Junior trip to an Irish gala.

Look forward to another eventful year in VSC

1. **Nominations**

We have received valid nominations for the positions below. We will be seeking confirmation of these nominations on the night.

It is a Swim Ireland requirement that the club have 8 committee members, however a vacancy to assist the Treasurer has arisen, I would encourage volunteers to step forward.

As outlined in our Constitution, The Treasurer shall be responsible for keeping proper accounts of the income and expenditure of the Club. He/she shall collect any monies due to the Club.

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| **Committee positions** | **Name of nominee** | **Proposer** | **Seconder** | **Valid nomination?** |
| Chairperson | Brendan Ryan | Ciara Kane | Isabel Collins | Yes |
| Secretary | Ciara Kane | Brendan Ryan | Majella Malone | Yes |
| Treasurer | Majella Malone | Brendan Ryan | Ciara Kane | Yes |
| Gala Secretary  Member 1 | Isabel Collins | Ciara Kane | Brendan Curtin | Yes |
| Committee Member 2 | Brendan Curtin | Majella Malone | Isabel Collins | Yes |
| Committee Member 3 | Brian McGann | Isabel Collins | Brendan Curtin | Yes |
| Committee Member 4 | Paula Allen | Ciara Kane | Brendan Ryan | Yes |
| Club Children’s Officer | Maria Hartley | Brendan Ryan | Ciara Kane | Yes |

1. **Motions**

There are three motions to be presented and voted on at the AGM.

1. **To adopt the Swim Ireland constitution template as the club constitution.**

It is proposed that the club will adopt the updated Swim Ireland constitution. As many changes have been made it is recommended that the club adopt the constitution in totality. There are also some amendments included as required by the Revenue Commissioners.  
The current and proposed constitution are available to club members on the club site [here](https://uk.teamunify.com/ievsc/UserFiles/File/Club%20Constitution%20original%20and%20proposed%20text%20amalgamated%20revision2%2011th%20Nov%202018.pdf).

Proposed by club committee

1. **To change to the club AGM from “the month of October“ to “the month of May” annually.**

The club complete the annual affiliation process to Swim Ireland in October of each year. This is a busy period for the club committee, especially for the club and membership secretaries.

In addition, it is a requirement that any person holding a role in the club complete garda vetting and level 1 safeguarding prior to taking on a role in the club.

It is the intention of the committee to hold the AGM in May from May 2019 onwards. This will allow incoming committee members to complete safeguarding requirements over the summer months and to transition in to their positions in September.

Proposed by club committee

1. **AOB**

Club Christmas Gala – the date of the Christmas Gala was confirmed as Saturday 22th of December. It was noted that due to capacity at Ballyfermot, the Minnows will not attend but will instead have their own event during their last class before Christmas 11th December.

The Meeting concluded at 8.20 p.m.