

Minutes 2nd February 2026

Attendees: FM, KA, MLR, LAR, DW, RF, LM, SH, MM, MFD, FS, TO, NW, SW, AMA, AW, DS, MN, VM, LS, RS

Apologies: IL

Outstanding Actions:

- Role profile amendments ongoing. Gala convenor and Treasurer to be reviewed as a priority
- Photos for website - ongoing. Ne committee member asked to submit photographs
- Reminder has been sent via WhatsApp for code of conduct forms
- Coaches code of conduct forms - still one outstanding
- Executive committee funds discussion will take place after AGM. Coaches have been asked to submit a wish list for items that they require. FS has requested new walkie talkies. MM requested a new microphone
- M&W gala payment is still outstanding. MM to send MLR details and will raise at NL meeting on 17/02/2026
- SE App - outstanding payments - no auto reminder for outstanding balances however headed letter/invoice can be created
- Previous minutes naming new bank signatories has been uploaded to the website

Standing Agenda Items

- **Dates for the Diary**

None of note

- **Aquamark**

Aquamark 2 accreditation in progress

- **Junior Committee**

No update. Still looking for volunteers to help. Next meeting mid Feb 2026

- **Club of the Year**

Nothing of note. All photos and videos being collated in Google Drive for application video use

Discussion Points:

Thank you and welcome to the new committee members and returning committee members. Your participation is appreciated and vital to the continuation of the club. Handovers have been arranged where applicable.

- **Club Night**

Club night will be reintroduced on a quarterly basis to coincide with fun nights/league nights to increase and encourage parent engagement

- **Lost Kit**

The unclaimed kit has been sitting for a while. This will be put into the swap box.

- **Club Planning Session Output**

A club planning session was held with Scottish Swimming in November 2025. The session provided some helpful outputs. It was decided that a separate meeting would be called to discuss the outputs and any further actions determined.

- **Young Volunteer Program - Scottish Swimming**

AR (National Squad swimmer) attended in the YVP residential program which was found to be inspiring and motivating. The committee would like to strongly encourage more swimmers to participate in future programs and events.

- **Updating of policies and procedures**

There are some policies and procedures that need updated

ACTION: CWPO to have a look at updating the current codes of conduct (VM/LAR/RS)

ACTION: FM to create an excel role profile directory for version control and to keep on top of review

Committee Updates and AOB

There are no immediate plans to hold poolside helper course

Personal belongings being left in officials rooms during galas. This area is always accessible to attendees and the public. Include messages in gala information that belongings are left at owners own risk. Suggestions of having plastic boxes on the poolside for belonging.

The issue about lack of seats at galas has been raised and minimum number of seats required has been communicated to SMB

All gala payments from last gala have now been received

Training lane ropes continue to be an issue. Parents/committee members are encouraged to submit complaints to the info mailbox to be forwarded to SMB regarding the lane ropes e.g. rope burns

ACTION: MLR to speak to AM at Scottish Swimming

Sponsorship - AMA looking for clarification on gaining sponsorship. The committee confirmed that that can be advertised on social media. Suggestions for sponsoring included sponsoring of new trophies, advertising on screen at galas and sponsors for new trophies. MN has requested a little advertising for the presentation dance DJ who did an amazing job.

Order new whiteboards for poolside

ACTION: New equipment orders - walkie talkies, microphone, white boards (FM)

Bounce Bingo tickets are on sale

- Next Meeting tbc