



# CIRCULAR 03/12

TO ALL CLUB MEMBERS & BMB

DATE: 16/04/2012

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At the recent Face to Face meeting a range of issues was discussed by the BMB (Branch Management Board). Some of the initiatives, outcomes and information clubs need to be aware of, are as follows:

## **Vice Presidents**

1. The Vice Presidents in our regions now each have an MSQ email address. Clubs are encouraged to contact the VP in their region to discuss issues of concern, make suggestions or for general enquiries about clubs and the region. The email addresses are:

Kim Christie – VP North: [vpnorth@mastersswimmingqld.org.au](mailto:vpnorth@mastersswimmingqld.org.au)

David Findlay – VP Sunshine: [vpsunshine@mastersswimmingqld.org.au](mailto:vpsunshine@mastersswimmingqld.org.au)

Alan Patterson – VP South: [vpsouth@mastersswimmingqld.org.au](mailto:vpsouth@mastersswimmingqld.org.au)

We do not have a VP Central, but would like to appeal to someone in the region to take on the position. The role of the VPs in our organisation is extremely important. To widen the communication with clubs, David Findlay has set up a Twitter account for the Sunshine region. Our VPs are already playing a very active role within their region and their input into the future of MSQ is becoming more important and it is for that reason that we encourage clubs to make contact with the relevant VP and to keep in touch with them. Their roles as representatives of MSQ are very important to the development of Masters Swimming. We would like the channel of communication between clubs and the VP to strengthen and hope that direct and more regular access to the VP will assist the Board in working towards achieving the best outcomes for our members, their clubs and our organisation.

2. **Club Code and Swim meet nominations**

A number of members are registering two club codes on the results portal, two of which don't exist: QLQ and QLB. We don't know why this is happening, as the results submitted to the national recorder are accepted with the club code registered next to the person's name.

**Club captains must check the entries and the club code next to each entry before sending them on to the swim meet convenor.**

**Swim meet recorders i.e. the person who enters the results in Meet Manager, must also check that the codes all make sense.**

**Our website in *Clubs/Club Contact Information* has a list of all club codes. QLQ and QLB do not exist.**

3. **Website, Facebook and Twitter**

The website is becoming the main source of communication for the administrator and it is therefore really important that members check the website on a regular basis. I am also interested in any suggestions on improvements and additions to the site. Recently I created a menu called 'Clubs' so that anything to do with clubs can be found in that section. I have also had a request to create a Health section and to do that I would like some input on access to articles and websites our members could use. It is an ongoing process to modify the site and I am happy to do so and to receive suggestions.

Facebook is important as well and it also allows me to post photos of members on a regular basis.

I realise that few members have a Twitter account and therefore the access to that would be minimal. However, I encourage all clubs to consider creating both a Facebook and Twitter account if they don't



have one or the other. It is a great way of keeping in touch and reminding members of events etc. Clubs without a website should also consider creating one. If you need help in setting it up, contact the office. There are some great MSQ club websites already in existence.

I am currently profiling clubs on the website and invite any clubs that would like to be profiled on the front page, to send me information about your club as well as a good quality appropriate photo for the slider section.

4. **Email Contact** in the office regarding MSQ matters is still to be done via the following email address: [administrator@mastersswimmingqld.org.au](mailto:administrator@mastersswimmingqld.org.au)  
The emails are filtered and sent to the person responsible for whatever the enquiry is about.

Matters regarding Meet Manager, records and results must go to Laura Lynn: [laura.lynn@swimming.org.au](mailto:laura.lynn@swimming.org.au) Matters regarding Registrations and membership issues must go to Dinah Glykidis: [dinah.glykidis@swimming.org.au](mailto:dinah.glykidis@swimming.org.au) or Gabrielle Bambery: [gabrielle.bambery@swimming.org.au](mailto:gabrielle.bambery@swimming.org.au)

A number of SQ staff members are responsible for certain MSQ programs and if you need to contact anyone regarding the Million Metre, Endurance 1000, Lane Warrior, MSX and Participation and Improvement Programs, please sent the email to: [administrator@mastersswimmingqld.org.au](mailto:administrator@mastersswimmingqld.org.au) The relevant person will receive the enquiry.

I am responsible for MSQ, SQ and Brisbane Swimming websites, social media, newsletters, MSQ documents, meetings, PPMG and general matters relating to MSQ. The SQ staff members are now in a better position to answer some of the more general questions relating to our organisation, although I am still available to assist our members in any way I can.

5. **ID Cards**  
The BMB decided at their recent planning meeting to abolish the ID cards. Generally it was felt that the card is not used a lot and is often stored and forgotten. All club registrars have the ID numbers of the members and clubs that have a club recorder, should also be able to access their numbers through that person. Members of the Barbarian club can contact the office for that information.  
**Should a member require verification of their membership as a Masters Swimming member in Australia for the purposes of competing overseas, then the office can supply them with that information.**

6. **SQ Club Nights**  
A reminder to clubs that MSQ members can compete in a club night competition held by a Swimming Qld club in their area, if the SQ club is happy to include our members in that meet. They would swim in the open division under SQ rules and not those of MSQ. As it is not an MSQ sanctioned swim meet, records cannot be broken. It would serve the purpose of allowing our members to compete more, to treat it as a training session and to demonstrate to parents and older members of the SQ clubs that Masters Swimming is another option for them. It really is a great way of promoting our organisation.

7. **Administration Calendar**  
Please continue referring to the calendar to ensure that deadlines are met.

*Helga Ward*