

AIF MEETING – 28/2/22 – 7pm - zoom

Present: Kerry Ryan, Sean Henly, Helen Little, Peter Bain, Bob Kelsall, Pat Kinghorn

Peter: programmes are being shipped today. He will send copies to clubs who can't attend. Entries for handicap heats are all in. 32 heats in the 100 m, 39 heats in 50 m, 40 heats in 25 m.

Wrist bands: It was decided to get these as a means of monitoring entrants to function. Helen to source. Wrist bands will be included in club envelopes handed out at Meet and Greet.

Receipts for function and swim money: will be sent to the clubs by email.

Covid requirements: nil at the moment

Pool setup: Daniel Bannerman to arrange. 3 rows of chairs at Start end of pool. 2 tables (1 for starters apparatus, 1 for Kerry).
Set of chairs required for timekeepers.
3 rows of chairs required for marshalling area.

Entrance setup: 1 table for raffle sellers, 1 table for programme distribution. There have been 300 programmes printed. Make sure people get a programme.

Officials : Helen will contact by email with instructions. They will be placed in last heats of the each handicap race so they don't miss out on their swims.

Tents: clubs can set up tents etc at pool on Friday afternoon.

Diving from both ends of pool is allowed for carnivals. Water is 1.3 m deep. There are diving blocks for championships.

Insurance: A new company is involved – it's going to be more expensive.

Water to be purchased Friday. Food covered by local club. Eskies for water.

Bob and Helen to cross check on amounts paid by clubs. Tally cheques received and direct debit money with entry forms.
Payment to C.ex.Coffs for function : usually require. 50% payment 7 days beforehand. No refunds usually after that. They usually send an account for the second half of the payment after the function.

Signs for function tables – how many at each table. Floor plan. Will be done by club

Kerry – last post and Ode ceremony. Will get some information about the Maroubra person who will be presenting ode.

Waver Form – must be signed by everyone swimming. To be handed in at Meet & Greet.

Lanes to timekeep – will be decided and sent out in an email to clubs by Helen. Bigger clubs will be assigned middle lanes and smaller clubs will handle outside lanes.

Photos for showing on large screens (3) at function: Peter will liaise with Nicki Vinnicombe about this. There will be a laptop available at pool for Nicki to use to download photos.

Presentation: 6 pm entry, 6.30 – presentation begins, 7pm – dinner begins. Entrée and main already decided.

Door to function will be manned: to check wrist bands.

Six tables required. 3 for prizes, 3 for trophies.

Helen to request by email return of all trophies.
Also email reminding clubs requesting special dietary requirements.
Also email specifying timekeeping lanes.

Peter: mentioned usefulness of checklist for any club running a carnival.

Rope at 25 m line is not required as each lane contains a marker at 25 metre.

Recorders/Time keepers will hold a STOP/SLOW sign for 25m races.
This should slow down the start of each race until the green is showing.

Recorders need to know they have time. Starters won't start until all is ready and green is showing. There should be no hand overs in middle of 25m races.

Peter will shade every 2nd race so it's clear which line recorders use and don't record in wrong heat.