

MATTERS ARISING FROM RMB MEETINGS
Updated as at 7 February 2007

SUMMARY OF AGREED ACTIONS	MIN REF	ACTION	COMMENTS
GS requested to be named as the contact for Regional Masters Group enquiries via the regional website	10/01/07 Min 2	EK-C	Completed
Medals - Group Managers should decide on the engravings / ribbons for their events and inform Sue Green, Regional Trophies Officer of their decision	10/01/07 Min 2	Group Managers EK-C	JM – completed GMs – awaiting confirmation from Sue Green
GS Requested contact for the Secretary of Oxfordshire and South Buckinghamshire ASA	10/01/07 Min 2	JM	Completed
Web Survey and Face to Face “Script” to be approved	10.01.07 Min 5.1	EK-C/ML	Completed. Communication Group met on 6 Feb
RD to request a revised proposal from Goodform Ltd	10.01.07 Min 5.2	EK-C	Completed. New proposal received
RD to approach agencies /universities regarding working with the Region to generation additional income	10.01.07 Min 5.2	EK-C	By February
RD to work with Fundsport UK Ltd to seek funding for initial two workshops	10.01.07 Min 5.3	EK-C	Re-arranging the meeting scheduled for 6 February
To inform secretaries of six BSB clubs to be re-allocated to ONB	10.01.07 Min 6	EK-C /JM	Completed
To approach HNI and develop a Regional Workforce Development Strategy	10.01.07 Min 7	AM	Initial meeting held on 2 February
To publish agenda/papers prior to an RMB meeting and continue the practice of putting RMB minutes on the website after they have been approved	10.01.07 Min 8	JM	By 8.02.07
To inform relevant partnerships of the Board’s decision regarding their use of the Swim South East logo	10.01.07 Min 9	EK-C	Awaiting the final artwork
To discuss Regional Annual Dinner with Communication Group	10.01.07 Min 10	EK-C	Completed. Meeting held on 6 February
To circulate agenda and directions to delegates attending of the Board Training Day	10.01.07 Min 11	JM/EK-C	Completed
Regional Development Group to consider KPI`s for 2007/8	10.01.07 Min 12	RDG/EK-C	Meeting held on 7 February

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To send a statement of transactions to Discipline Managers each month	10.01.07 Min 13	EK-C/JM	Completed. First week of each month
To remind the Sub-Regions about the consultation on Regional Talent Development Pathway	10.01.07 Min 14	EK-C/NC	Completed
To remind Regional Group Managers of the requirement to put minutes of their Group meetings on the Regional website	10.01.07 Min 15	JM	Completed
To remind Sub-Regional Secretaries to forward articles to the office	10.01.07 Min 16	JM	Completed
To inform University of Southampton Swimming Club / ASA of the Board's decision to accept their new name	10.01.07 Min 17	EK-C	Completed
Board to forward ideas to the Regional office for a Dinner MC	10.01.07 Min 17	Board Members	Ongoing
To Provide Presidential Regalia for the President	5/12/06 Min 11	RGP	Delivery expected late March / early April