

# AUSSI Masters Swimming in Australia

## National Swim 2000



## Final Report



*Hosted by:*

*Queensland Masters Swimming  
at Gladstone, Queensland  
21 – 24 April 2000*



## **Executive Summary**

This report is presented to provide a detailed account of the 25<sup>th</sup> AUSSI Masters National Swim Meet, an open-air AUSSI swimming carnival, held at Gladstone in Central Queensland over the Easter weekend during April 2000. The event was conducted by the Queensland Branch of AUSSI Masters swimming in Australia. The Host club was the Gladstone Gropers Masters Swimming Club. This report is the combined effort of seven key personnel who were the coordinating committee members for the swim meet. In planning for the AUSSI Masters Swim Meet 2000, the committee drew heavily on the past experiences of fellow AUSSI members who had run previous Nationals. They appreciated the candor shown by report writers in discussing the failures as well as the successes of their events. This report is written in the same spirit. The editor has chosen to leave each contributors writing styles as is, to convey the personalities and add colour report.

This report is structured in a manner suitable for referencing against the AUSSI Masters National Swim Meet Guide. That is, the report sections are similar and in the same order as the various sub-committees in the swim meet guide. Furthermore, each sub-committee report retains its own appendices within its own section of the report.

Highlights of the report are:

1. Financial successes producing a cash surplus \$20,588.90 for the benefit of AUSSI Masters Swimming.
2. A total of 521 Swimmers nominated with 511 swimmers recorded as having swum.
3. The creation of an effective model for marketing and promotions of future AUSSI National Swims.
4. A series of recommendations for improving future AUSSI National Swims.
5. A detailed discussion paper on referring to AUSSI masters swimming rules, as compared to elite swimming rules (FINA).

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## **Introduction**

The right to hold AUSSI Masters National Swim Meets is awarded on a rotational basis to each state in Australia. The 25<sup>th</sup> National Swim coincided with Queensland Branch's turn to host the event. QLD Branch therefore sought submissions from masters swimming clubs in Queensland to host the event on their behalf and the honor eventually went to the Gladstone Gropers Masters Swimming Club in the Central Queensland port city of Gladstone.

In endeavoring to construct a report that will be useful to future AUSSI Masters organising committees we have structured this report in a manner suitable for referencing against the AUSSI Masters National Swim Meet Guide. That is, the report sections are similar and in the same order as the various sub-committees in the swim meet guide. Furthermore, each sub-committee report retains its own appendices within its section of the report.

Many comments have been made about the 25<sup>th</sup> AUSSI Masters National Swim in Gladstone. There is no doubt that the event, while not perfect, impressed many who may have thought that a smaller regional city could not pull together an event like this with the polish and attention to detail that was demonstrated. One reason that it did happen in this manner was the organising committee, on formation, agreed to set a lofty goal (to stage the best ever AUSSI Masters swim meet) and built the momentum continuously over two years toward Easter 2000.

## **Organising Committee (convenor – Viv Irwin)**

The development of a team to organise the 25<sup>th</sup> AUSSI Masters National Swim Meet occurred fairly quickly after it was announced that Gladstone would be the venue for the 2000 swim meet. The sub-committee team leaders were drawn entirely from the ranks of the Gladstone Gropers Swimming Club. The organising committee was bolstered further by the inclusion of a secretariat, the QLD Branch President, Treasurer and Administrator. This organising committee was a QLD Branch sub-committee reporting to Branch who in turn had contractual responsibilities with AUSSI National to run the swim meet. The members of the organising committee decided it was important to develop an agreement between the Host Branch and the Host Club, particularly for the distribution of work responsibilities and the financial surpluses.

All team leaders remained in place for the full 24 month planning and execution time frame for the event. The Gladstone Gropers Swimming Club also took a decision to operate its internal affairs with an entirely separate management committee. This important decision was taken to ensure that all committee members could remain focused and committed for the duration, because it was patently obvious that the effort required to "run the nationals" had the potential to significantly weaken the host club if the work load was not shared.

*Welcome Function*

The organising committee believes that the contract signed with AUSSI National is flawed in its requirement to split some obviously related activities out of the National Swim, supposedly for purpose of allowing the host branch to make an additional profit margin. The organising committee felt very strongly that one of these activities, the Welcome Function, should not be used to make a profit from the competing swimmers. The reason for this is that swimmers outlay significant funds to nominate, travel, and attend the various social functions at a National Swim. We should be gracious enough to invite them to a free welcome function where competitors meet first to renew old acquaintances and fellow AUSSI members. The last two "Nationals" in Darwin and Gladstone attest to the popularity of sponsored welcome functions.

The organising committee faithfully communicated its activities to the AUSSI National Board through emailed minutes of meetings, reports and newsletters. It took considerable advice on the development and planning from both National and Branch. The committee expresses thanks for the support and advice given.

*Sponsorship*

We believe that the 2000 National Swim broke new ground with its professional approach to sponsorship funding. Over \$20,000 in cash sponsorship was raised. Sponsors have reported satisfaction on the value received for their support. This was achieved via a fully integrated marketing effort as is described in the Marketing sub-committee report. The marketing committee grew to a significant size to achieve all of its tasks.

*Officials*

The organising committee went to considerable lengths to provide a polished and professional event, partly because AUSSI National was indicating that standards should be lifted to improve the AUSSI image. This was manifested in the way the officials were presented, the formal opening ceremony and the awards presentation evening on stage in a theatre auditorium. Some criticism was subsequently received because there was a perception that officials were getting preferred treatment.

*Refereeing*

Other criticism has been received about the consistency of refereeing with regard to disqualification's. The Chief Referee has prepared a discussion paper on AUSSI refereeing rules compared to FINA rules for the purpose of airing this matter which should be of interest to all AUSSI coaches. This discussion paper is attached to the Technical Sub-committee's report.

The organising committee's serious approach to risk management was evident in the provision of a suitable venue, safety personnel and trained medical staff to attend to injuries. Several medical events were reported, some related to the swimmers personal preparation and behavior. Organisers of National Swim events in future will be required to do even more to ensure that competitors are not injured during (non-competitive phase) warm up and swim down activities.

## **Program Sub-committee (leader - Sandra Pugh)**

The program sub-committee was a small team of dedicated workers/swimmers who lent wonderful support along with their incredible expertise in computers and printing layout. I thank them for their support and attention to detail. They were only one of the many teams that contributed to the success of the 25th National Swim and helped the organising committee strive towards its goal to conduct the "Best National Swim Ever".

Also supporting were my family members who were often left to their own devices while I went to or conducted yet another meeting. Like many of the sub-committees, some of our tasks were completed during working hours and we thank those employers for their understanding. None of this committee took annual leave, so weekends and late nights were our main work times.

### **PLANNING**

Twenty months out from the event the committee met every two months and developed a time line which only required minor adjustment. Meetings were then held monthly from August 1999 and then fortnightly once entries closed.

### **FORMS**

The Preliminary Flyer was distributed at the Darwin National Swim, one year prior to our swim. This helped generate interest and encouraged swimmers to book their accommodation early.

The Individual Entry Form (Attachment P1) was well designed and allowed for checking that ensured the printed program was accurate. However, on the individual forms, a box to indicate Male or Female was omitted and although the registration database indicated the sex of the swimmer, the lack of this information caused some confusion for the open water swim organisers.

Entry receipt procedure was assisted by the comprehensive summary sheets (Attachment P2) that the majority of clubs filled in accurately and kept copies of for their own reference.

### **PROGRAM OF EVENTS**

This was based on Queensland State Titles which is a set program of events. The set program eliminates the yearly debate for each subsequent committee of what swims to include and which order and then needing to seek approval from the National Body. The information provided by the NSW National Swim Report on the popularity of events and the previous Queensland State Titles helped us to decide the order of events over three days. Two long days and one short day swimming was decided in preference to four shorter days.

**Recommendation:** A set program of events should be developed that includes events and order of events for either 3 or 4 days.

#### **ERROR DETECTION**

One major problem occurred because a swimmer was recorded on the branch registration database as being 10 years younger than he actually is. This error was not detected by his club captain or during the entry checking procedure. It was discovered at the swim meet when the swimmer discovered that he was listed in the wrong age-group.

The streamlined procedure with the registration data coming from National via e-mail was efficient for validating entries and was received one week after close of entries. Only one Branch was not up to date and the Branch registrars and National Office must be commended for their co-operation. There were some problems with National and Branch Life Members not being on the database.

#### **COMPUTER PROGRAM**

The W.A. computer program was used to produce the results.

A new computer program was developed in conjunction with Data #3, a national computer company, one of the swim meet sponsors. Their program was used for seeding and subsequent entry into the computer controlling the automatic officiating equipment (AOE). The Data #3 program was used to print the program of seeded heats and the swimmers' event slips that were printed on sticky labels and used to individualise each program.

Because we had no official sanction for the alternate computer program, and because there was insufficient time to tighten the program to a stand alone model, both programs were used for cross checking the results.

The Data #3 program received a direct transfer of times from the electronic timing at the end of each event, while the WA program had a manual entry from the AOE print out which listed lane, AUSSI number, name, and time. When the manual data entry was complete the two sets of results were compared for accuracy. This checking, together with editing of any errors in data entry, slowed the posting of results.

#### **MEDALS**

Three quotes were obtained for the 1500 event medals. The resultant medals were well received. Again obtaining approval for medal design was a more lengthy process than we had envisaged. A.J. Parkes, who produced the medals, understood and were extremely prompt with delivery. They allowed us to place an initial order and to top it up once nominations had been received. A six week closing date allowed us to do this. The number of medals left at the end of the swim was less than two hundred. It was decided that these medals would be suitably engraved and presented as a memento of thanks to all those people who had helped make the meet a success.

Age group medals were the same as used last year and were sourced from Able Promotions.

Ribbons for relays were ordered locally as we had a supplier in our club and the prices were competitive.

#### **CLOSE OF ENTRIES**

Six weeks allowed our committee to:-

- thoroughly check entries and program layout before going to print,
- top up our medal order, and
- e-mail computer printout back to clubs for checking.

We had requested e-mail addresses from the clubs so that entries as per computer printout could be e-mailed back to clubs for checking. This involved a lengthy process to put the entry into a format for e-mailing. Because e-mail addresses were hand written, the success rate of contacting clubs by this method was extremely low. We then had to complete the physical check ourselves. Despite this checking some people were incorrectly seeded as their nominated times were wrong on their individual entry forms. Some of the obviously incorrectly seeded people were picked up during checking and contacted and their nominated times were changed.

**Recommendation:** If e-mail addresses are to be provided, it would be preferable that these be supplied electronically. This could have been achieved by asking clubs to e-mail us giving us their exact address. This would have been possible because the coordinating committee had a dedicated email address for the swim meet.

#### **PROGRAM PRINTING**

The Xerox Business Centre printed the programs as part of an in kind sponsorship and were available on Easter Sunday to print the final results ready for distribution at the Presentation Dinner. Xerox Business Centre also supplied photocopiers prior to the swim at entry time, for the program layout work and throughout the swim meet. They were extremely helpful and accommodating throughout the lead up and swim. Having Lesley King's experience in layout for printing was invaluable.

Five months out the tasks that were the responsibility of the Program sub-committee were assigned to the sub-committee members. I (Sandra Pugh) was in charge of receiving entries and ensuring the marketing, social and financial sub-committees received accurate information. Also in this portfolio was data entry. Data was typed into the two programs. Ensuring that they were identical was extremely important as one was used for producing the program of seeded events and the information to be used by the AOE. The other program was used for producing the results.

Lesley King and Cheryl Ogden took the seeded events, liaised with the marketing committee, produced the printed program and distributed them to the swimmers at registration.

Annette & David Brook were responsible for distributing the 1500 event medals and coordinating the presentation of age group medals and trophies at the Presentation Dinner.



The computer room was coordinated by Beryl Schram.

The production of the final printed results was coordinated by Mark Taylor whose attention to detail resulted in a comprehensive set of results that even included the New Zealand swimmers.

## AREAS OF CONCERN

### TROPHIES

These were a constant source of annoyance as to who had them, were they perpetuals with or without replicas and who was financially responsible for same. Having read the minutes of the board meeting we know that a change has been made, but this will still not solve the problem. This is because the club holding the trophy is responsible for returning it. The swim meet organising committee can not be certain that they have them all.

#### Recommendation

*done*  
That it is a National (NED) responsibility to collect all trophies three months after the National Swim meet. NED is responsible for organising the repair, adding new shields and replacing any shields that are full. Six months prior to the meet NED sends all the trophies to the host branch along with clear indication which trophies require replicas, to what value and what inscription is necessary on the replicas.

### RECORDS

Hindsight is a wonderful thing and I regret not using our Branch Recorder to check for National records. Unfortunately in the hectic checking four National records were missed. Letters of apology have been sent to the recipients but this will not compensate for not being recognised in the official results.

#### Recommendation

*Should happen anyway*  
The task of checking records is assigned to a person (Branch Recorder?) and this is their only responsibility for the entire swim meet. Preliminary results are posted without records indicated. This serves two purposes:-

1. Many swimmers will be aware that they have broken a record and bring it to your attention.
2. The pressure to mark the records quickly before the preliminary results are posted will be relieved.

Copies of the results were sent to Branch Recorders as well as Secretaries. Swimmers were informed that their branch records were available for perusal at the information desk. All Branch Recorders had co-operatively sent a copy of their most up to date records. Swimmers were also informed that times swum at this swim would not automatically be included in their Branch Top Ten.

## RELAYS

We followed the guidelines given to us allowing changes on the day with a deadline given. Problems arose because:

1. We were unprepared for the number of changes and the amount of time it took.
2. One club, after viewing the program changed every single relay team, sometimes twice to maximise their medal chances. We felt this was extremely "un-AUSSI" and created a mountain of unnecessary work.
3. An involved protest eventuated as a result of allowing a team to change age groups.

Having the relay entries with names was the best way to do it because:-

1. This facilitated very efficient marshalling as once swimmers knew which team they were in, heat and lane allocation was in the program. This was extremely advantageous at the end of a long day. The marshals are to be commended for their patience and efficiency during the relays. 1st & 3rd swimmers reported to the marshals once their team had assembled outside the marshalling area and two rows of seats, one for the 1st swimmer, one for the 3rd were allocated for each heat.
2. The amount of work that would have been necessary to input names of all relay swimmers on the day would have required another computer and a data entry person. Checking that all swimmers were nominated SW 4.2.1 and that the ages tallied would require another person. All this was done prior to the swim meet.
3. If you are unaware of how many teams will enter, calculating an estimated finish time especially when expensive pools are hired would be difficult.

### Recommendations

1. That relay teams must be entered at time of nomination, including names, AUSSI numbers and ages. Changes can only be made where a swimmer has withdrawn from the remainder of the meet.
2. That the Program Sub-committee allocates a person whose sole responsibility is to accept relay changes.

*changed  
last meeting*

## PROTESTS

The rule states that protests should be made to the Meet Director. This is a difficult situation when the Meet Director is not stationary especially at the time results are posted. It often took more than an hour for the computer room to be informed that there was a protest. The majority of protest was a result of computer inputting errors which although relatively easily fixed, held up the next events data input. This could be overcome by having an extra computer to rectify the errors. This is also fraught with danger as you need to be extremely careful that all the changes are recorded on the one set of results.

### Recommendations

That when results are posted a knowledgeable person is stationed by the preliminary results to take protests until the protest time is up. A sticker with "Under Protest" is then attached to any results that need to be changed. This person can then decide if the protest is simply a

timing error or the Meet Director needs to be contacted. This person should be in contact with:

1. Announcer
2. Medal presentation area
3. Recording room
4. Meet Director

### **MEDAL PRESENTATION**

It was felt that there should have been a direct communication link between the medal presentation area and the computer room, e.g. headsets. On frequent occasions people were insistent that their particular event had been finalised and that they were entitled to be presented with their medal. It would have been nice on these occasions to have been able to quickly check the status of a particular event with the computer room.

The system was that the results on the board in the results tent were stamped as being final and results were then delivered to the medal presentation area and the Public Address announcer.

### **Recommendation**

Finalised results should be delivered in the following order without exception:

1. Medal Presentation Area
2. Results Board
3. Public Address announcer.

### **ENCLOSURES:-**

Attachment P1	Individual Entry Form
Attachment P2's	Individual Summary Sheet, Club Summary Sheet, Relay Entry Form and Summary of Club Relay Events

# 25<sup>TH</sup> AUSSI MASTERS NATIONAL SWIM 2000

## INDIVIDUAL ENTRY FORM

AUSI Reg. No.		Given Name (as registered with AUSSI) Family Name	
Club Code	D.O.B.	Age	Phone No.
---	--- / --- / ---	---	---
---	---	(as at 31/12/00)	---

- You may enter a maximum of five (5) individual pool events.
- Relay entries to be submitted on Relay Entry Form with individual entries. AUSSI numbers, names and ages must be completed on all relay entries.
- Entries must be forwarded through Club Secretaries.

### Friday, 21 April - 8.00 am Warm-up, 9.00 am Start

Event No.	Event	Nominated Time
1	400m Freestyle	: .
2	200m Butterfly	: .
3	200m Backstroke	: .
4	50m Breaststroke	: .
5	200m Individual Medley	: .
6	4 x 50m Women's Freestyle Relay	
7	4 x 50m Men's Freestyle Relay	
8	4 x 50m Mixed Medley Relay	

### Saturday, 22 April - 7.30 am Warm-up, 8.30 am Start

9	50m Freestyle	: .
10	400m - Choice of ONE 400m swim only	
10.1	400m Butterfly	: .
10.2	400m Breaststroke	: .
10.3	400m Backstroke	: .
10.4	400m Individual Medley	: .
11	100m Breaststroke	: .

12	50m Butterfly	: .
13	100m Backstroke	: .
14	4 x 50m Mixed Freestyle Relay	
15	4 x 50m Women's Medley Relay	
16	4 x 50m Men's Medley Relay	

### Sunday, 23 April - 8.00 am Warm-up, 9.00 am Start

17	200m Freestyle	: .
18	50m Backstroke	: .
19	100m Butterfly	: .
20	200m Breaststroke	: .
21	100m Freestyle	: .

### Monday, 24 April - 8.30 am Registration, 9.30 am Start

22	Open Water Swim (Choice of one swim only)	
	22.1 1.5km	: .
	22.2 3.0km	: .

(Please circle one for each question)

Do you have a registered Medical Disability for Breaststroke? Yes / No

Do you have a registered Medical Disability for Butterfly? Yes / No

By nominating to participate in this swim meet, all swimmers thereby authorise the Meet Director to take whatever action is deemed necessary in the event of an emergency and accept responsibility for any and all costs arising from such action.

### Payment Details

Individual Entry Fee - \$50.00	\$ .
Open Water Swim - \$5.00	\$ .
Welcome Function - Number attending =	
Nominated Swimmers Free, Guests \$5.00 each	\$ .
Presentation Dinner - attending @ \$35.00	\$ .
Polo Shirt (Circle size - S, M, L, XL, XXL) @ \$25.00	\$ .
TOTAL	\$ .

**Club Code:**

[illegible]

Individual Events Sub-total

## SUMMARY CALCULATION

Number of swimmers		@	\$50.00
Number of open water swimmers (Event Nos 22.1 and 22.2 only)		@	\$5.00
Number attending Welcome Function		@	No Cost
Number attending Presentation Dinner		@	\$35.00
TOTAL FUNDS			

# 25<sup>th</sup> AUSSI MASTERS NATIONAL SWIM 2000

## CLUB SUMMARY SHEET

CLUB NAME :	CLUB CODE :
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### ENTRIES & SOCIAL

### Numbers

Individual Entries		@ \$ 50.00	Total : \$
Relay Entries		@ \$ 10.00 per team	Total : \$
Open Water Swim Entries		@ \$ 5.00	Total : \$
Welcome Function		FREE for nominated Swimmers	
Presentation Dinner		@ \$ 35.00	Total : \$

Entries & Social Sub total : \$ \_\_\_\_\_

### MERCHANDISING

Polo Shirts		@ \$ 25.00	Total : \$
Welcome Function		@ \$ 5.00 for guests	Total : \$

Merchandising Sub total : \$ \_\_\_\_\_

Enclosed is a cheque for .....

Total \$

I CERTIFY that the competitors named and listed on the enclosed forms are registered members of AUSSI Masters Swimming in Australia Inc. and that each entrants age is correct by virtue of his/her date of birth at the last day of DECEMBER 2000.

SIGNATURE : \_\_\_\_\_ PHONE No : (H) \_\_\_\_\_

NAME : \_\_\_\_\_ (W) \_\_\_\_\_

CLUB POSITION : \_\_\_\_\_ FAX : \_\_\_\_\_

E-mail : \_\_\_\_\_

ADDRESS : -

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# 25<sup>TH</sup> AUSSI MASTERS NATIONAL SWIM 2000

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## RELAY ENTRY FORM

CLUB NAME:

CLUB CODE:

Event No.	Age Group	Sex (Circle One) Female Male Mixed	Style (Circle One) Free Medley	Swim Date (dd/mm/yy) / /	Nominated Time
					: .
<b>Team Members Details</b>					
AUSSI Number		First Name		Surname	Age
Total of Ages					

Event No.	Age Group	Sex (Circle One) Female Male Mixed	Style (Circle One) Free Medley	Swim Date (dd/mm/yy) / /	Nominated Time
					: .
<b>Team Members Details</b>					
AUSSI Number		First Name		Surname	Age
Total of Ages					

Event No.	Age Group	Sex (Circle One) Female Male Mixed	Style (Circle One) Free Medley	Swim Date (dd/mm/yy) / /	Nominated Time
					: .
<b>Team Members Details</b>					
AUSSI Number		First Name		Surname	Age
Total of Ages					

Event No.	Age Group	Sex (Circle One) Female Male Mixed	Style (Circle One) Free Medley	Swim Date (dd/mm/yy) / /	Nominated Time
					: .
<b>Team Members Details</b>					
AUSSI Number		First Name		Surname	Age
Total of Ages					

# 25<sup>TH</sup> AUSSI MASTERS NATIONAL SWIM 2000

## SUMMARY OF CLUB RELAY EVENTS

CLUB NAME:

CLUB CODE:

AGE GROUP	EVENT NUMBER						TOTAL
	6	7	8	14	15	16	
80+							
120+							
160+							
200+							
240+							
280+							
320+							
360+							
TOTAL							

Relay Entry Forms are to be used. AUSSI numbers, names and ages must be completed on Relay Entry Forms.

All changes to relay teams must be submitted prior to the start of Event 3 on Friday and Event 11 on Saturday.

To be eligible to swim in a relay team, swimmers must have entered at least one individual event during the meet (SW4.2.1).

### NOMINATION FEES:

TOTAL NUMBER OF RELAY TEAMS \_\_\_\_\_ @ \$10.00 = \$\_\_\_\_\_



## **Finance Sub-committee (leader – Elaine Feddersen)**

### **INTRODUCTION**

This financial report focuses on the direct and “real” monetary outcomes of the 25<sup>th</sup> AUSSI Masters National Swim Meet. It should however, be acknowledged that the decision to hold the swim meet in Gladstone resulted in significant flow-on effects for the benefit of the Gladstone community. While all of these benefits can not be quantified, three examples can be given to indicate the multiplier affect of a national event; (1.) The Gladstone City Council committed to a \$170,000 facilities upgrade of the Gladstone Memorial Pool complex (including electronic timing equipment) with completion before Easter 2000, (2.) Civic leaders calculated that the financial effect of the four day swim meet was to inject an additional \$600,000 of business into the region, (3.) Advertising business generated by the combined media contingent (TV, radio and print media) was valued at \$250,000. All of this involvement raised the profile of AUSSI Masters Swimming in Australia.

### **THE BUDGET**

The original **budget** was established eighteen months prior to the date set for the AUSSI Masters National 2000 Swim Meet. It had an estimated surplus of \$13,836 based on the assumption that 450 swimmers would compete. The original budget was then continually reviewed and revised as new information became available during the planning phase leading up to Easter 2000. The last budget revision was completed three months prior to the event. It had an estimated surplus of \$12,655 based on a total of 520 competitors. Even though there was increased revenue because of the extra 70 competitors budgeted, total project costs had also increased mainly because an allowance had to be made for the possibility that the competition pool would have to be heated if the weather was cool. This cost was not in the original budget.

### **RESULTS**

The 25<sup>th</sup> National Swim Meet conducted in April, 2000 resulted in an **actual** surplus of \$20,588.90 with 521 competitors taking part. This surplus was split 50/50 between AUSSI National and Queensland Branch (the Host Branch) as per the AUSSI Masters Swim Meet Contract. A Memorandum of Understanding (MOU) was created between Queensland Branch and Gladstone Gropers (the Organising Club) in which Queensland Branch's 50% share of the surplus was divided between these two parties.

### **PLANNING**

From an overall financial result viewpoint, the outcome of the National Swim 2000 was one of the best yet for all parties concerned. A planning objective at the very outset was that the swim meet was to be operationally successful but also the financial outcome was to result in a reasonable surplus, not by overcharging swimmers but seeking sponsorship where it could be obtained. Strict control over spending ensured that projected savings were delivered in accordance with the original financial objective.

Individual Sub-committee budgeting identified likely revenue and expenses (costs) based on past AUSSI National Swim reports and local quotations obtained early in the planning phase. Then the Marketing & Sponsorship Sub-committee undertook the task of seeking to allay the costs with 'in kind' or 'cash' sponsorship. Community support for holding a "National Titles" in Gladstone was very good with exceptional sponsorship forthcoming. The importance of a strong Marketing & Sponsorship team to help generate a surplus cannot be over emphasized. Without the support of our sponsors, both cash and in kind, the Swim Meet would have resulted in only a small surplus.

In accordance with the AUSSI National Swim Meet Guide, certain revenues and expenses were to be accounted for as core National Swim financing, while other related costs were to be excluded from these results and were the Host Branch's responsibility. These costs particularly related to merchandising, raffles and the welcome function. Therefore two bank accounts had to be established and audited separately. Having two separate bank accounts proved to be time consuming, with the need to transfer cheques and deposits to the correct accounts depending on cost categorisation. All raffle prizes were donated and this, together with an extra ordinary effort by members on the Marketing & Sponsorship sub-committee, resulted in \$5,517 profit being made from raffle sales. Merchandise was sold on a pre-order basis and resulted in a surplus of \$297. The welcome function was fully sponsored, therefore not costing competitors anything. The surplus from this second bank account was split between Queensland Branch (the Host Branch) and Gladstone Gropers (the Organising Club).

## CONCLUSION

In conclusion, the National Swim 2000 was an outstanding financial success. This is a direct result of our very supportive sponsors and also as a result the sub-committees on the organising team retaining "budget consciousness" throughout the project. Each sub-committee came in under budget with their costs. It was a pleasure working with such a dedicated team who were committed to making the 25<sup>th</sup> AUSSI Masters National Swim Meet a great success.

## ENCLOSURES:-

Attachment F1 (Audited National Swim Accounts)

**AUDIT REPORT**

To the Members,

**AUSSI MASTERS NATIONAL SWIM 2000**

***Scope***

We have audited the attached special purpose financial report of AUSSI MASTERS NATIONAL SWIM 2000 for the PERIOD ENDED 3 JULY 2000, comprising Profit & Loss Account. The Committee is responsible for the preparation and presentation of the financial report and the information contained therein, and have determined that the basis of accounting used is appropriate to the needs of the members. We have conducted an independent audit of the financial report in order to express an opinion on it to the members. No opinion is expressed as to whether the basis of accounting used is appropriate to the needs of the members.

The special purpose financial report has been prepared for distribution to the members of the association for the purpose of fulfilling the Committee's accountability requirements. We disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates, to any person other than the members, or of any purpose other than that for which it was prepared.

Our audit has been conducted in accordance with Australian Auditing Standards. Our procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial report, and the evaluation of significant accounting estimates. These procedures have been undertaken to form an opinion as to whether in all material respects the financial report is presented fairly in accordance with the cash basis of accounting whereby revenue is recorded when it is received, expenses are recorded when they are paid, and no assets or liabilities, other than cash & bank balances are recorded.

The audit opinion expressed in this report has been formed on the above basis.

***Qualification***

It is not practical for AUSSI MASTERS NATIONAL SWIM 2000 to maintain an effective system of internal control over donations, subscriptions and fund raising activities until their initial entry in the accounting records. Accordingly, our audit in relation to donations and fundraising was limited to amounts recorded.

**G A Frizzell**  
Certified Practising Accountants

*Qualified audit opinion*

In our opinion, except for the effects of such adjustments (if any) as might have been determined to be necessary had the limitation discussed in the qualification paragraph not existed, the financial report of AUSSI MASTERS NATIONAL SWIM 2000 presents fairly in accordance with the cash basis of accounting, as described above, the payments and receipts of the association for the PERIOD ENDED 3 JULY 2000

GA Frizzell & Co



Richard Bull CPA  
Gladstone, 13/07/00

## AUSSI MASTERS NATIONAL SWIM 2000

### PROFIT & LOSS ACCOUNT

	Budget	Actual
<b>INCOME:</b>		
<b>ENTRY FEES:</b>		
Individual (\$50 x 521)	26,000.00	26,050.00
Team relays (\$10 x 217)	2,000.00	2,170.00
Open Water (\$5 x 184)	750.00	920.00
<b>SPONSORSHIP:</b>		
Corporate	18,200.00	17,712.35
<b>PRESENTATION DINNER:</b>		
Tickets (\$35 x 411)	14,000.00	14,385.00
Bank Interest Received		109.99
	<u>60,950.00</u>	<u>61,347.34</u>
<b>EXPENDITURE:</b>		
General Administration	9,100.00	8,375.01
Marketing	3,605.00	3,027.53
Program	7,380.00	6,918.65
Open Water Swim	1,050.00	462.40
Technical	3,010.00	2,424.00
Safety	8,140.00	3,938.21
Social	16,010.00	15,612.61
	<u>48,295.00</u>	<u>40,758.44</u>
<b>GROSS SURPLUS</b>	<u>12,655.00</u>	<u>20,588.90</u>
<b>DISTRIBUTION OF SURPLUS</b>		
National AUSSI	6,327.50	10,294.45
Queensland (Host) Branch	6,327.50	10,294.45
	<u>12,655.00</u>	<u>20,588.90</u>

## AUSSI MASTERS NATIONAL SWIM 2000

### PROFIT & LOSS ACCOUNT

	Budget	Actual
<b>GENERAL ADMINISTRATION:</b>		
Office Facilities/Equipment	3,300.00	3,419.95
Printing/Publishing/Stationery	200.00	843.14
Postage/Post Box	350.00	963.25
Telephone/Fax/Web Site Costs	700.00	546.90
<b>Committee Costs:</b>		
Administration/Meeting expenses	3,000.00	1,368.47
Audit Fees	300.00	300.00
Pre Carnival trial expenses	450.00	400.00
<b>General:</b>		
Bank Charges	200.00	79.30
Insurance/Legal/Licences/Permits	200.00	-
Accommodation for National President	400.00	454.00
	<u>9,100.00</u>	<u>8,375.01</u>
<b>MARKETING:</b>		
Printing & Stationery (including postage)	2,400.00	1,617.26
Sponsors & Guests expenses:-		
Presentation Dinner Tickets	855.00	544.40
Other promotional expenses	350.00	865.90
	<u>3,605.00</u>	<u>3,027.56</u>
<b>PROGRAM:</b>		
Medals	6,000.00	5,148.90
Certificates for Competitors	500.00	486.66
Trophies	180.00	487.00
Printing of Flyers	500.00	500.00
Printing of Final Results/Report	-	59.00
Stationery	200.00	237.09
	<u>7,380.00</u>	<u>6,918.65</u>
<b>OPEN WATER SWIM:</b>		
Miscellaneous Expenses	600.00	462.40
Marker Buoy Hire	200.00	-
Hire of Water Craft	250.00	-
	<u>1,050.00</u>	<u>462.40</u>

## AUSSI MASTERS NATIONAL SWIM 2000

### PROFIT & LOSS ACCOUNT

	Budget	Actual
<b>TECHNICAL:</b>		
<b>Memorial Pool:</b>		
T shirts/Hats/Badges for Officials	200.00	504.00
<b>Other:</b>		
Referees & Starters:		
Accommodation	2,240.00	1,400.00
Presentation Dinner Tickets	570.00	520.00
	<u>3,010.00</u>	<u>2,424.00</u>
<b>SAFETY:</b>		
<b>Memorial Pool:</b>		
Hire of Pool Facilities	1,080.00	912.50
Timing equipment facility costs	400.00	400.00
Ambulance/First Aid Officers	1,000.00	313.00
Shade	280.00	230.95
Signage & Barriers	200.00	-
Communication Equipment	200.00	-
Miscellaneous - matting, result boards etc	500.00	188.95
Hire of Lifeguard	250.00	180.00
Gas Heating set up costs	3,230.00	1,255.91
Purchase of Gas for heating	1,000.00	456.90
	<u>8,140.00</u>	<u>3,938.21</u>
<b>SOCIAL:</b>		
<b>Memorial Pool:</b>		
Catering	840.00	1,338.00
Officials/Staff/VIP refreshments	300.00	300.09
<b>Presentation Dinner:</b>		
Venue Hire	1,400.00	1,768.80
Catering	11,970.00	11,723.40
Decorations	200.00	182.32
Entertainment - Band	300.00	300.00
<b>Other:</b>		
Transportation	1,000.00	-
	<u>16,010.00</u>	<u>15,612.61</u>
	<u>48,295.00</u>	<u>40,758.44</u>

**G A Frizzell**  
Certified Practising Accountants

AUSSI MASTERS NATIONAL SWIM 2000.

NOTES TO AND FORMING PART OF THE ACCOUNTS  
FOR THE PERIOD ENDED 3 JULY 2000

1. Summary of Accounting policies

Accounting Policies

The following summary explains the significant accounting policies that have been adopted in the preparation of the accounts. Unless otherwise stated such accounting policies are consistent with those used in the previous year.

Financial Statements

The committee has determined that the association is not a reporting entity. Therefore the financial statements are "Special Purpose Financial Reports" prepared in order to provide accounts to assist with the financial management of the organisation and which satisfy the requirements of the Associations Incorporation Act (Qld).

Basis of Accounting

The accounts have been prepared on a cash basis whereby items have been brought to account when monies have been received and paid, rather than recognised in the accounting period to which they are earned or incurred. The accounts have been prepared on the basis of historical costs and do not take into account changing money values or, except where stated, current valuations of non-current assets.

2. Income Tax

The committee believes that under Section 23(g) of the Income Tax Assessment Act the club is exempt from Income Tax.



**G A Frizzell**  
Certified Practising Accountants

AUSSI MASTERS NATIONAL SWIM 2000

DISCLAIMER

The financial data presented on the accompanying pages is in accordance with the books and records of the AUSSI MASTERS NATIONAL SWIM 2000 which have been subjected to the auditing procedures applied in our statutory audit of the association for the PERIOD ENDED 3 JULY 2000. It will be appreciated that our statutory audit did not cover all details of the financial data and no warranty of accuracy or reliability is given.

In accordance with our policy, we advise that we do not undertake responsibility arising in any way whatsoever to any person (other than the Association) in respect of such data, including any errors or omissions therein, arising through negligence or otherwise however caused.

GA Frizzell & Co



Richard Bull CPA  
Gladstone, 13/07/00

**G A Frizzell**  
Certified Practising Accountants

AUSSI MASTERS NATIONAL SWIM 2000.

STATEMENT BY AUSSI MASTERS NATIONAL SWIM 2000 EXECUTIVES

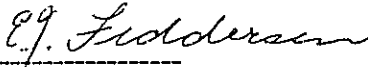
It is our opinion that:-

1. the accompanying Profit & loss Account is drawn up so as to give a true and fair view of the profit of the association for the PERIOD ENDED 3 JULY 2000,
2. at the date of this statement there are reasonable grounds to believe that the Association will be able to pay its debts as and when they fall due.

Signed for and on behalf of the Association



President



Treasurer

Dated 3 July 2000  
at Gladstone

## **Marketing Sub-committee (leader – Ros Newberry)**

The marketing sub-committee's role encompassed a huge range of tasks. Significant effort and resources were directed to the marketing effort. This section is presented under the following headings:

1. Committee	2. Meetings	3. Logo
4. Sponsorship	5. Raffles/Multi-Draws	6. Gladstone bags
7. Information	8. Merchandise	9. Media
10. Newsletter – "The Silver Spruiker"		

***To market any product one needs enthusiasm, drive and teamwork to achieve the goals.***

### **COMMITTEE:**

When the Marketing Committee started planning for the National Swim 2000 two years ago, we were unaware as to the strength of our committee of nine in all three areas. The marketing team proved a good mix of backgrounds – four members having full time careers and the other five, with an average age of 70 years, are retired male members of a group known affectionately in our Club as "Dad's Navy". The latter proved a valuable source of strength throughout the process. At the very first meeting they chose to set a goal for us all, to make the "AUSSI National 2000 Swim Meet...the best EVER!!" (mind you, not one of our Committee members had been to a National swim meet. We were therefore, on a steep learning curve). We set out to have fun along the way and stick together – we went a long way toward achieving both these goals.

### **MEETINGS:**

The Marketing Sub-committee met for the first time in August 1998 (91 weeks out from Easter 2000). From 56 weeks out we met every month.

*Chair Ros Newberry wishes to thank Queensland Masters Swimming Branch Administrator D. Speechley for his coaching to put the multifaceted "marketing jigsaw puzzle" together. There were a number of times when our Committee would "pick up a piece" and have no idea where it fitted. As we ventured forth however, we became more confident with the process and added a few of our own ideas.*

### **LOGO:**

Young graphic artist, Nicole Heard, designed the chosen logo for the National Swim 2000. It is a simple design which depicts the Gladstone Region well – a background of mountain ranges, sunshine (sorry about the rain at Easter 2000), and industry. The foreground is

representative of our superb deep-water harbour and a yacht under sail in the blue water classic Brisbane-Gladstone yacht race, held at Easter every year.

### **SPONSORSHIP:**

The Marketing Committee raised over \$200,000 in sponsorship for the AUSSI National 2000 Swim Meet. The break down of this figure is a \$170,000.00 media package (a mix of television, radio and newspaper), \$22,000.00 cash and an equivalent amount of in-kind sponsorship.

Prior to Easter 1999, Ros Newberry, David Speechley, Viv Irwin, and John Feddersen spent many hours compiling the written proposal to be sent to sponsors. Out of this proposal came the structure to grade the levels; Naming Rights, Gold, Silver, Bronze and Minor Supports. We needed a simple marketing tool to enable us to convey clearly and concisely the benefits to prospective sponsors at each level in a 15 to 30 minute "face to face interview" with company executives. This was achieved with a simple form matrix. We were further encouraged by the feedback from sponsors who indicated that they were impressed by the detail and professionalism of the presentation. A copy is attached at Attachment M1.

Initially, we did have reservations about raising major sponsorship in the period leading into the Olympic Games being held in Australia, and consequently did receive "knock-backs" from potential major sponsors ie. AMP, MBF and Telstra. However, in conjunction with drawing up the sponsorship proposal we sought out the media sponsorship first so that we could offer businesses media exposure in return for their dollars and, hopefully, pose as an attractive proposition for reasonable return on their investment. We then decided to introduce a Platinum level for our termed "Media Partners".

**The marketing effort that evolved resulted in a total of approximately 100 written approaches to companies throughout Central Queensland that could assist us at the swim meet and further afield to companies that have an interest in our chosen sport. At the close of books in January 2000, we were delighted that we had been able to secure 25 major sponsors for the meet plus 10 minor supporters.**

*John Feddersen's calm and efficient manner as sponsorship co-ordinator was a great asset to the smooth running of numerous tasks in servicing the sponsors and cross-referencing of information to other management sub-committees (Program, Social, and Facilities and Safety). To do this we drew up information sheets and "Dad's Navy" carried out these tasks with efficiency and enthusiasm. See Attachment M2.*

*With regard to a Naming Rights sponsor, we were disappointed that we could not secure one. It was not for the want of trying. Our committee believes AUSSI Swimming Australia is "a high quality product" to market and a huge growth area of the recreational/sporting movement. We also strongly believe that this task should be the responsibility of the National Board to secure and nurture a Naming Rights sponsor over a period of years.*

### **RAFFLES AND MULTI-DRAWS:**

We chose to run a major Art Union (1<sup>st</sup> Prize - 3 days and nights on Heron Island, 2<sup>nd</sup> prize - a trip for two on the high speed Tilt Train). Mal Jones took on the job of Promoter and tickets went on sale in February 2000. "Dad's Navy" - Mal Jones, Ted Baynton, Brian McSkimming, Neville Spencer and Ken Onions again lead the way for the Gladstone Gropers by turning the selling task into a "fun" competition between themselves, thus raising half the proceeds. Neville Spencer had instructions to gather in 10 multidraw prizes from business houses and overwhelmed us with 45! The results overall were an outstanding financial success.

*"Mal, Neville and Brian's experience, efficiency, and enthusiasm in this area were a great asset. To 'Dad's Navy', Congratulations on a job well done-YOU'RE THE BEST!"*

### **GLADSTONE SAMPLE BAGS:**

Lesley King was in charge of ensuring the Gladstone Bags had a variety of samples and information about the Central Queensland region. "Dad's Navy" and their wives turned promotional packaging days into a "fun" race against the clock. We then handed over the task of distribution to the Program Sub-committee.

*Lesley was tentative at the start as to where she could contribute. However, by Easter 2000 she had put in a huge effort between the Marketing and Program sub-committees. Her smiling face, efficient manner, and no task too big or too small attitude was appreciated by us all.*

### **INFORMATION BOOTH:**

Ted Baynton and Ken Onions proved the right people for the job when they did a trial run manning the booth Friday morning. In fact, Ted was having such fun handing out "The Silver Spruiker" and greeting competitors each morning that he decided that job was his for the Meet.

*"Ted (when all else fails hug your Teddy) came to the team with the credentials of a pleasant and efficient manner making him well suited to the role of filling the Marketing information gaps - Minutes Secretary, gathering details from sponsors, collating the announcements, etc."*

### **MERCHANDISE:**

We had studied the reports from previous meets and made the decision early not to become involved in any exercise that gave little reward for the effort expended. It is apparent that merchandising has been a low return exercise for AUSSI Masters Swimming for many years. We therefore decided to produce one style of shirt as a memento of the event (pre-paid ordering) and invited a professional clothing retailer to come onboard to sell an additional range of sports clothing. This commercial agreement between the retailer, pool management and the organising committee was a cash donation to pool management for the right to market in the pool complex, and a number of clothing vouchers were provided to AUSSI to be used in raffles. This simplistic approach gave us no headaches, kept the pool

management happy, and provided easy access for AUSSI members sport clothing needs during the swim meet.

*"Multi-talented Donna Shields (Merchandising Chief) also put in a huge effort between Marketing and Social – in her spare time (?) she was studying for a University degree! Well done, glad you could fit us in!!"*

#### **MEDIA:**

Areas covered under "media" were the website, television, newspaper, radio and the media kit.

The three media partners promotions of the National 2000 Swim Meet commenced in January 2000 and ran to Easter 2000 (the print media completed in May 2000). An outline of this integral part of the marketing is, as follows:

#### **TELEVISION**

WIN Television promotion was generally based in Queensland with infiltration into all eastern states via the WIN television network. As television exposure was only offered to the four gold and three platinum sponsors, WIN Television's professional advice was "that were too many logos for one advertisement and the impact would be lost for our sponsors". We developed two advertisements that were displayed on a rotational basis.

#### **NEWSPAPER**

Gladstone Newspapers Pty. Ltd. sponsorship was generally based in Central Queensland with some infiltration into the APN network throughout the eastern states of Australia. Half a dozen news articles mentioning the upcoming national swim appeared before the promotion campaign commenced in January 2000. These news articles were; (1.) announcement of title to be held in Gladstone, (2.) visit of Queensland administrators, (3.) visit to Library, (4.) first sponsor on board, (5.) logo launch, (6.) 1999 trial Swim Meet. Four profile editorials were run in the month leading into the event. Quarter page advertisements, showing all major sponsors logos, were published throughout February (5 times), March (5 times), April (4 times), followed by 2 full page advertisements the week leading into the event and completed with a full page advertisement to thank Gladstone and sponsors.

see Attachment M3, M4 and M5.

#### **RADIO**

The Radio 4CC sponsorship promoted the National 2000 Swim Meet on eight different transmitters covering Gladstone, Rockhampton, Biloela, Emerald, Mackay, Roma, Cairns and Townsville with a selection of advertisements targeting specific points; (1.) the Meet, (2.) closing date of entries, (3.) lead-in to the Meet. As was the case with the TV promotion, in light of the large number of sponsors we decided develop two advertisements that would go to air on a rotational basis.

*We found that the electronic media was difficult to monitor, however positive feed back locally and from interstate, including Tasmania, were sufficient to satisfy us that the effort made to "go national" was worth it. When organising deals with the media, we in return endeavoured to treat media partners equally. John Feddersen came up with the idea of having the media partners logos printed on the Zoggs Swim caps, which gave them great exposure and was well received. We were disappointed that WIN Television attended the venue only once during the Meet. The camera crew is based in Rockhampton. We believe that if a Naming Rights sponsor had been secured we may have been able to get further TV coverage of the meet.*

see Attachment M6 (Media Liaison Report).

#### **WEBSITE:**

The Management Committee decided, in late 1998, that we would look to creating a Website for the event. Meet Director Viv. Irwin acted as overseer and together with the help of a university student, we all went on a technological learning journey. After Dad's Navy stated they only knew about "spider webs", we sought help from the Gladstone City Library for an introduction lesson which they all attended. The website remained in place until July 2000. While we did not get an exact count on the number of hits on the website, the combination of website and a dedicated email were considered an essential part of the marketing, promotion and communication of a national event.

*"We believe that as this computer based technology becomes more familiar, AUSSI members will become more confident and efficient with it. The speed of information delivery to the individual member, and the potential for cost savings using the technology is significant.*

#### **MEDIA KIT:**

A media kit was compiled during March and April of 2000. This kit, in booklet format, was created to provide comprehensive and consistent information to the media partners and AUSSI representatives dealing with the media. During the week leading into the event, a copy of the media kit and a swim meet printed program were provided for management and newsroom staff of all three media sponsors, our gold level sponsors, the AUSSI Masters' National Executive Director and the Queensland Branch Administrator.

#### **NEWSLETTER:**

**"The Silver Spruiker"** sub-committee first met in February 1999. The goals of the sub-committee of four was to name and compile seven newsletters. The requirement to produce newsletters is specified by the AUSSI National Swim Guidelines. In selecting a name for the newsletter the sub-committee chose to focus on the celebration of the 25<sup>th</sup> (silver) anniversary of AUSSI Masters Swimming hence the name "Silver Spruiker". Edition number one went to print in April 1999. With the initial format in place, we then changed to a two person sub-committee - Julie Gudgeon coordinating and Meet Director Viv Irwin as editor. Editions 2 and 3 were released in August and November of 1999, while edition 4 was released in February 2000. Because Julie did not attend the swim meet, the swim meet

coordination committee secretary (*she's a whiz!*) Marilyn Irwin compiled editions 5, 6, and 7 during the Easter weekend swim meet, and could not "*let go*" so added edition number 8 which was released in May 2000 as a post swim meet newsletter. "Dad's Navy" helped collate and dispatch pre-meet copies – another "fun" race against the clock!

*"Thank you all for a super job, especially the editors of both the Branch and National Newsletters for helping to spread the word further afield".*

### **CONCLUSION:**

The marketing team of the AUSSI National Swim 2000 has been on a journey of discovery. It has certainly given us all a sense of pride and satisfaction to see all the "puzzle pieces" finally and successfully fit together.

We wish to thank AUSSI Masters Swimming for having faith in us to carry out the challenging task of marketing "their product" and for giving us the opportunity of building on our knowledge base and life skills. The Marketing team is also most appreciative of all the sponsors who chose to support this National Swim Meet. As a team, we've had a lot of fun together in the true AUSSI spirit of "FUN, FITNESS and FRIENDSHIP"

Attachment M1 Sponsorship Grid.

Attachment M2 Sponsor Information Cross-referencing Sheet.

Attachment M3, M4 and M5 Newspaper advertising.

Attachment M6 Media Liaison Report

### **ENCLOSURES INCLUDED WITH THE SWIM MEET REPORT PROVIDED TO THE AUSSI NATIONAL EXECUTIVE DIRECTOR:-**

- Sponsorship Proposal
- Media Kit
- The Silver Spruiker (8 off)



## SPONSOR'S NAME

## STATUS LEVEL

### LOGO

Format \*.jpg

Save on to floppy disk or e-mail to:  
annettebrook@tansandss.qld.edu.au

### Date Required

\* collect by 09/02/00  
\* 14/02/00 to Program  
Committee

### Tick

### THE SILVER SPRUIKER (circular)

Format --  
Size --

Save on to floppy disc or e-mail to:  
igudgeo@tpgi.com.au

11/02/00 collected by  
Marketing Committee

### PROGRAM ADVERTISEMENT

Format -- Word 97  
Powerpoint 97

Save on to floppy disc or e-mail to:  
annettebrook@tansandss.qld.edu.au

\* collected 09/02/00  
by Marketing  
Committee  
\* 14/02/00 to Program  
Committee

### ANNOUNCEMENT

Format - double spacing,  
typed

Duration - 15 to 30 seconds

\* collected by  
01/03/00 by Marketing  
Committee  
\* Mid March 2000 to  
Program Committee

### SIGNAGE & BANNERS

Type - corfulite or vinyl or calico  
Size -

Is it required to go undercover?

\* Grounds Committee  
to be informed by  
28/02/00  
\* Pick up 12/04/00 by  
Marketing Committee

### TENT

Size - Grounds to be informed  
by 28/02/00

Shape - spider or rectangle or  
square

Pick Up - Where From?

\* collected 19/04/00  
by Grounds Committee  
\* Return 26/04/00 by  
Grounds Committee

NOTE: ✓ done

## GOLDINGS CONTRACTORS

Contact - Elaine Feddersen

Phone - 4976 0403

## GOLD LEVEL

		Date Required	Tick
LOGO	Format *•jpg  Save on to floppy disk or e-mail to: annettebrook@tansandss.qld.edu.au	* collect by 09/02/00 * 14/02/00 to Program Committee	<input checked="" type="checkbox"/>
THE SILVER SPRUIKER (circular)	Format -- Size --  Save on to floppy disc or e-mail to: igudgeo@tpgi.com.au	11/02/00 collected by Marketing Committee	<input checked="" type="checkbox"/>
PROGRAM ADVERTISEMENT	Format -- Word 97 Powerpoint 97 Save on to floppy disc or e-mail to: annettebrook@tansandss.qld.edu.au  A4 half page	* collected 09/02/00 by Marketing Committee * 14/02/00 to Program Committee	<input type="checkbox"/>
ANNOUNCEMENTS	Format - double spacing, typed  Duration - 15 to 30 seconds  10	* collected by 01/03/00 by Marketing Committee * Mid March 2000 to Program Committee	<input type="checkbox"/>
SIGNAGE & BANNERS	Type - corfulite or vinyl or calico Size -  Is it required to go undercover?  3m x 1m (2)	* Grounds Committee to be informed by 28/02/00 * Pick up 12/04/00 by Marketing Committee	<input type="checkbox"/>
TENT	Size - Grounds to be informed by 28/02/00 Shape - spider or rectangle or square Pick Up - Where From?	* collected 19/04/00 by Grounds Committee * Return 26/04/00 by Grounds Committee	<input type="checkbox"/>

NOTE: ✓ done

## MARKETING - SPONSORS' & NOS. ATTENDING FUNCTIONS

SPONSORS	SPONSORS MEET& GREET	WELCOME FUNCTION	WELCOME CEREMONY	HOSPITALITY TENT	PRESENTAT- ION DINNER
<b>GOLD</b>					
GOLDINGS	X	X	X	X	X
WISE	X	X	X	X	X
DATA 3	X	X	X	X	X
GLADSTONE CITY COUNCIL	X	X	X	X	X
<b>PLATINUM</b>					
WIN Television	X	X	X	X	X
OBSERVER	X	X	X	X	X
RADIO 4CC	X	X	X	X	X
<b>SILVER</b>					
TRAVELAND	X	X	X	X	N/A.
FLIGHT WEST	X	X	X	X	N/A.
GLADSTONE AREA PROMOTION & DEVELOPMENT LTD.	X	X	X	X	N/A.
ANDERSON'S AUTO CITY PTY. LTD.	X	X	X	X	N/A.
P & O HOLIDAY RESORTS	X	X	X	X	N/A.
GLADSTONE AREA WATER BOARD	X	X	X	X	N/A.
CENTRAL QUEENSLAND PETROLEUM	X	X	X	X	N/A.
XEROX	X	X	X	X	N/A.
NUPRINT	X	X	X	X	N/A.
WRECKAIR	X	X	X	X	N/A.
LEISURE BRANDS	X	X	X	X	N/A.
CS ENERGY	X	X	X	X	N/A.
<b>BRONZE</b>					
RAINE & HORNE	X	X	X	X	N/A.
GARY LENZ MECHANICAL	X	X	X	X	N/A.
ORICA	X	X	X	X	N/A.
QUEENSLAND ALUMINA LTD.	X	X	X	X	N/A.
BOB JAYNE T- MART	X	X	X	X	N/A.
BETTA ELECTRICAL	X	X	X	X	N/A.
NEVILLE GREG- ORY HOURGLASS	X	X	X	X	N/A.
AUSTRALIAN COIN WATCH	X	X	X	X	N/A.
McNEE SURVEYORS	X	X	X	X	N/A.

SPONSORS	SPONSORS MEET & GREET	WELCOME FUNCTION	WELCOME CEREMONY	HOSPITAL- ITY TENT	PRESENTAT -ION DINNER
<b>MINORS</b>					
QUEENSLAND GOVERNMENT RAILWAYS	N/A.	N/A.	X	X	N/A.
ROCKY GLEN	N/A.	N/A.	X	X	N/A.
BROWN & MEYERS	N/A.	N/A.	X	X	N/A.
ABSOLUTE HOMES	N/A.	N/A.	X	X	N/A.
BOYNE SMELTERS	N/A.	N/A.	X	X	N/A.
BATTERY WORLD	N/A.	N/A.	X	X	N/A.
HAMILTON PHARMACEUTICALS	N/A.	N/A.	X	X	N/A.
HOT DESIGNS	N/A.	N/A.	X	X	N/A.
MURRAY WARE	N/A.	N/A.	X	X	N/A.



# National Swimming Meet

## Less than 10 days to go!!

**21st - 23rd April**  
Gladstone Memorial Pool

**24th April**  
Awoonga Dam  
(Open Water Swim)

PROUDLY SPONSORED BY:



Gladstone Area Water Board



**Andersons**  
AUTO CITY, YARRBOON ST. PH: 4972 1177

QUEENSLAND ALUMINA



Gladstone Promotion Bureau



cs energy



THE COMPANY OF MASTER JEWELLERS



P&O Australian Resorts

Nu Print

Wreckair Hire

Traveland.



Raine & Horne Gladstone



Gary Lenz Mechanical & Tyres



Nominations for competitors for the event can contact Marilyn Irwin on 4972 6426, web site [www.selcon.com.au/~aussiweb](http://www.selcon.com.au/~aussiweb)

# AUSSI Masters



# Aussi Masters



## National Swimming Meet

**21st - 23rd April**  
Gladstone Memorial Pool

**24th April**  
Awoonga Dam  
(Open Water Swim)

*Anticipated number of competitors -  
In excess of 500*

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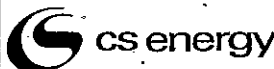
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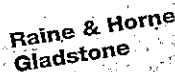
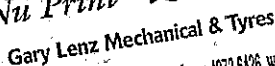
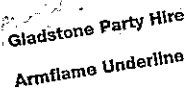


*Nominations for competitors for the event can contact Marilyn Irwin on 4972 6426*

# Thank you Gladstone!

Aussi Masters Swimming Australia would like to thank the city of Gladstone and all associated sponsors for helping to make the 2000 National Swimming Meet an overwhelming success.

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## TO THE CITY OF GLADSTONE

On Thursday 20th April this year, as the yachting fleet were preparing for the start of the annual Brisbane to Gladstone yacht race, 520 AUSSI Masters swimmers, some with family or friends, were arriving in Gladstone for the 25th National AUSSI Masters Championships.

From the time of the Welcome Function on the Thursday evening to the Open Water Swim at Lake Awoonga on the Easter Monday, we were made to feel welcome by everyone in the city, from the State Member for Gladstone, Liz Cunningham and the Mayor of Gladstone Peter Coronos to the people in the hotels and motels we stayed in and the restaurants at which we ate.

It seemed that everyone in Gladstone supported the event and in particular supported the Gladstone Gropers AUSSI Club in making this event such a success. Some sponsors, who had already generously assisted financially arrived at the pool to help with timekeeping or some other task. Others made time in their busy schedule or family activities to share a moment with us at the pool or at a function and expressed sincere satisfaction that the swimmers were obviously enjoying themselves.

On behalf of all AUSSI Masters Swimmers I thank all the sponsors for their generosity. I hesitate to name names in case I miss someone, but I must particularly thank the Gladstone City Council for their assistance. Although some swimmers won medals and others swum PBs, in a few years time I am certain that when the 2000 National Swim is mentioned, it will be the warm welcome we received and the unreserved hospitality of an entire city that our swimmers will remember the most.

Again, my sincere thanks to all sponsors and supporters and my congratulations to Gladstone Gropers.

Mary Sweeney,  
National President

## **Media Liaison**

**Report by David Speechley**

At the request of Ros Newberry, I took on the role of media liaison whilst the event was actually in progress. An excellent media kit was prepared at my request by the team working with Ros and this was delivered to the media prior to the event. The main targets were the local TV -- WIN, local news -- The Gladstone Observer, and local radio -- 4CC; all of which were Platinum sponsors (media partners). Also identified was Rockhamptons' Morning Bulletin paper as another interested party.

The Observer (4 times) and 4CC (3 times) both made contact prior to the event. I provided stories identified from entries and fleshed out information on attendees, and special interest items. They also like liaising with someone from out of town as this gave the person "more authority" as the "big smoke" expert. The local press also put all stories "on the wire" so that other affiliated TV stations, radio. Press could also utilise the stories. Brisbane TV were provided with media kits to assist in their background knowledge of the event.

Being a large event in a small town meant that we were able to direct the media to the stories we wanted told and not focusing just on the eldest, fastest, ex olympian type stories. This was mainly due to the unskilled reports sent to us on an Easter holiday. They were enthusiastic and we took advantage by giving them semi prepared stories rather than being directed by the reporter to provide XYZ information as happens in Capital cities.

The success of the amount of information that went to air/press was in the close working relationship built up over several months by the team in Gladstone. Good lead in stories prior to the event and post event media for three or four days meant the event was milked for what it was worth. A media interview was also conducted with "Henry" and myself the day after the event. The Gladstone Observer was also provided with a complete set of results which were distributed to the press around Australia. Regional print media may have printed local results elsewhere? This is unknown at present.



## **Social Sub-committee (leader – Richard Dick)**

### **INTRODUCTION**

The Social Sub-committee was formed to take on the responsibility for organising the various functions that were planned in conjunction with the AUSSI Masters National Swim. The AUSSI Masters Swim Meet Guide was the reference manual used and it was followed faithfully except for the following changes:

- Liaising with the National Board members was left to the Marketing Sub-committee and the Meet Co-ordinator.
- Swimmers bags were left to Marketing and Program Sub-committees.
- Amenities were the responsibility of the Facility and Safety Sub-committee.
- Details for the Opening Function were co-ordinated by the Meet Director.
- The presentation dinner and medals presentation function was handled jointly by Social and Program Sub-committees.
- The Social Sub-committee was involved in setting up the relationship with Gladstone Traveland, the company that managed the accommodation and travel arrangements for AUSSI Masters swimmers travelling to Gladstone.

The Organising committee agreed on the number of social functions that would be staged, based on the timing and location of the 2000 National Swim. These functions were:

1. Welcome Function – Thursday evening
2. Easter Friday Fish Dinner
3. Post-swim Happy Hour – Saturday evening
4. Presentation Dinner – Sunday evening
5. Post-open water swim get together – Monday morning

While the pre-meet organising on all these functions was accomplished with a small team of helpers, a significant number of volunteers were required on the day to carry out all the duties necessary to make the social side of the swim meet a success. The manner in which the Gladstone Gropers and Queensland Branch members rose to the challenge is worthy of a special mention.

### **MEET THE OFFICIALS FUNCTION**

Prior to the official Welcome Function commencing a special small gathering was facilitated between attending AUSSI National Board members, Gladstone dignitaries the Mayor Mr Peter Corones, State Member for Parliament Mrs Liz Cunningham and many of the swim meet sponsors. The purpose of this pre-welcome function was to give AUSSI National officials the chance to personally thank the sponsors for their support. This was very well attended by our sponsors and the group tended to stay together for most of the night.

## **WELCOME FUNCTION**

The Welcome Function was held at the Gladstone Tennis Club which proved to be an ideal venue because it was adjacent to the pool complex and offered adequate open air and covered areas to cater for the 400 plus who attended.

The coordinating committee had decided to make a limited free offer to attendees at the Welcome Function in the following manner to each registered swimmer:

- 1 free high carbohydrate meal
- 2 free drinks from the bar

The cost of the welcome function was provided by the generous sponsorship of one of Gladstone's earthmoving companies, Golding Contractors. The attendance by more than 400 swimmers and friends vindicated the committee's conviction that swimmers travelling to National swims are most appreciative of the chance to meet up with old friends in a friendly-informal setting before the serious business of swimming commences.

**Recommendation:** Organising Committees should try to keep the cost of welcome functions to a minimum through sponsorship, but don't offer a free unlimited alcohol.

## **FRIDAY NIGHT DINNER**

Because this was Good Friday leading into the Easter weekend the Social Sub-committee decided to offer a wholesome swimmers meal at moderate cost to ensure all competitors had access to good nutritional food in case many of the local eating houses closed for good Friday. The evening meal (local reef fish) was catered for by the Tannum Sands Surf Life Saving Club. They used the event as a fund raising exercise which was a total success with 187 diners passing by the catering line. Because of the need to preorder food for this event the dinner was advertised to swimmers who were asked to pre-book and obtain pre-paid tickets when they were nominating for their swims.

## **HAPPY HOUR**

For the Saturday evening after swimming the social Sub-Committee organised a happy hour to be held at the Gladstone Tennis Club adjacent to the pool complex. The happy hour was arranged to commence at 3.00pm on the expectation that swimmers would be leaving the pool if they had completed their swims for the day. Unfortunately this evening was wet and unpleasant so the function wasn't well attended.

## **PRESENTATION DINNER**

This was held on the Sunday night at the Gladstone Entertainment Centre. Because it was the 25th AUSSI Masters National Swim Meet the underlying theme was on the Silver Anniversary. All decorations and table adornment were created in silver and an anniversary cake was prepared. Swimmers were seated on a large open foyer area for the meal and socialising. Some formal introductions and speeches occurred in this setting. After the main meal was finished all attendees were asked to move into the 700 seat main theatre auditorium where the medal and trophy presentations were carried out. All medal winners were presented on stage and photographed on a dais in a well organised process

that allowed the presentations to proceed quickly and efficiently. We believe the swimmers appreciated the formality and ceremony of the presentation function. The stage was properly prepared with AUSSI banners and an overhead PowerPoint presentation on to a large screen announcing the medal winners and showing sponsors and photographs from the past three days of the swim meet.

The Presentation Dinner was a night to celebrate the successes of the AUSSI National 2000 Swim. A capacity crowd of 439 people attended the evening. The meal was a high quality smorgasbord followed by entertainment and dancing that went on till late. While it was considered a risk to split the evening between the Entertainment Centre foyer and the auditorium it all turned out well thanks to the support of the theatre staff and all guests.

#### **OPEN WATER SWIM CATERING**

The open water swim occurred on the Monday morning (24<sup>th</sup>) following the three days of the AUSSI National Swim events in the pool. Swimmers made their own way or used the bus provided to travel the 25km out to Lake Awoonga for the swim.

When swimmers exited the water they were treated to fresh oranges and juices. The ever supportive Tannum Sands Life Saving Club were again on hand with a BBQ breakfast stall. They provided breakfast burgers, tea and coffee, much appreciated by the swimmers emerging from the cool water after either 1.5km or 3km of swimming.

#### **CONCLUSION**

The Social sub-committee believes that the overall success of their efforts can be attributed to three main points:

1. Detailed planning using the AUSSI Guidelines document as the starting point.
2. Sub-let a lot of the individual tasks such as food catering.
3. Remember that AUSSI Masters swimmers love to party and they love their food so, without being fancy, strive for quality and quantity.

## **Technical Sub-committee (leader – Russell Ogden)**

### **INTRODUCTION**

Technical aspects of the AUSSI Masters National Swim in this report are presented in two parts. The first part is general comment on the overall coordination of technical issues for the meet. The second part is a detailed report by the Chief Referee, Dr. Simon Hooton who describes how the meet was officiated and then provides comment on current and topical AUSSI refereeing issues.

From my perspective it is pleasing that we were able to present a full compliment of accredited officials in conformance with AUSSI Masters Swimming competition rules. When we first sat down to plan the list of officials we felt we should engage local personnel where ever possible, then invite the remainder to attend from within the State if possible. Of course all these officials had to be AUSSI accredited. Preference was given to selecting non-swimming officials even though that has been common practice in the past. We felt it was fairer to let them come along, concentrate on their swims and be able to socialise for a change. Nearer to the commencement of the meet we had several offers from visitors with regards to officiating which we reluctantly turned down, with thanks, because we had already recruited the full compliment of officials. A week prior to Easter one of our referee's suffered a heart attack. We therefore called upon Perc Edwards from WA to maintain our desired numbers for officiating.

### **MARSHALLING**

Marshalling was absolutely first class and was the reason that the meet ran so well. Marshalling boards were placed on both sides of the pool controlled by volunteers, to assist with the marshalling. This is a very boring job but they never complained and sat out in the rain to do it. It is extremely important to have this facet of the meet done correctly, for without it the rest of the meet becomes difficult to control. Chief Timekeepers and Check Starters were also focused on the business of running an efficient meet. Chief Lane Timekeepers were always there when they should have been, and organised their lanes well. Other timekeepers who were engaged to back up the electronic timing were generally non-swimming volunteers rostered on for set periods, therefore little chasing up to be done. What a marvelous job the Referees and Starters did, standing out in the rain all that time giving clear and precise instructions to the swimmers and directing the meet in a professional manner. There were a few disqualifications and these were explained fully and accepted by the swimmers in good spirit.

### **TIMEKEEPING**

We were hoping to be able to cover all the timekeeping duties from within the Gladstone region using members of the Gladstone Gropers and the other local swimming clubs. As it turned out some Queensland AUSSI clubs were called upon to provide timekeepers. Those clubs that were asked certainly did to the extent that sometimes they had to be turned away. The volunteers from the other local clubs did a great job turning up on time for their rostered shifts. Significant effort was made to keep the timekeepers supplied with

refreshments. This was generally well received, however some complaints were registered about inconsistent delivery of refreshments to timekeepers.

The automatic officiating equipment (AOE) operated well with only a few minor problems. We had delays caused when the connections failed in the wet conditions related to rain. Even with taping up and spraying with de-watering fluid the rain still found it's way in. This was unfortunate and was the main contributor to the delays experienced. The starting system audible starting sound, which was whistle like, is not a suitable pitch for swim starts. It certainly disadvantaged some swimmers. Although we demonstrated the audible start signal before the commencement of the meet some swimmers stood up on the blocks thinking it was a referee's whistle instead of starting immediately. Timekeepers also had difficulty with it especially when starting from the far end during the fifty metre events. The combination of audible sounds and lights caused enough confusion to warrant a careful rethink of the process. Perhaps AUSSI National could lead the way and include guidelines for the preferred sequence for start lighting and the pitch range for audible start signals.

Taking split times for aerobic swims created problems at the meet and should not be done at such an important event. Under the rules of the Aerobic Program swims done at sanctioned swim meets do not required split times only the finish time. We had some swimmers bring aerobic forms to the timekeepers without their names on them and then come back much later and expect the timekeeper to remember them. Others would come up without a form and expect the timekeepers to take their splits and when told they needed a form expected the timekeepers to get one for them. Still others would ask for split times even though they did not want them for aerobic times, just for their own information. Some timekeepers, although very experienced, would inadvertently press the stop button instead of the split button on their watches, because split times are normally not taken at swim meets. The lesson learnt in this instance is to provide all time keepers with an instruction sheet detailing their tasks and how issues, such as aerobic swim times, should be managed.

*Split time*

Notwithstanding the self criticism provided here, the Technical Sub-committee believes they provided a high standard of officiating, having in fact "lifted the bar" on the standard of officiating for AUSSI National Swim Meets.

## **Chief Referee's Report ( Dr. Simon Hooton )**

### **INTRODUCTION**

It is with pleasure that I present my report to the AUSSI National Swim 2000 Organising Committee. My report focuses on the actual swim meet, rather than the planning and lead up to the event. This report is intended to be part of the Technical Sub-Committee's report.

In summary the statistics of AUSSI's 25<sup>th</sup> National Swim were:

<b>Number of Swimmers:</b>	511
<b>Total number of heats:</b>	324
<b>Swimming Time:</b>	
Day 1	8 Hours 35 minutes
Day 2	10 Hours 05 minutes
Day 3	5 Hours 30 minutes
<b>Total Hours of swimming:</b>	24 Hours 10 minutes

### **PRE – MEET ORGANISATION**

Planning for the Meet Officials and technical aspects for the Meet began in late 1998 under the leadership of Russell Ogden, QLD Branch Director of Technical Development. He co-opted a sub-committee comprised of Wade Hughes and myself. An initial decision was made that, as this was a National event, it deserved a full complement of officials as per AUSSI Rule SW 1.1.1. The leader of this sub-committee then undertook the task of contacting the various AUSSI officials around Queensland and interstate. He then co-ordinated the provision of key officials for the Meet.

My job as Chief Referee commenced in earnest only three(3) weeks before the Meet in confirming all of the officials, advising them of their duties and standard of dress, and providing the necessary personnel with the AUSSI Masters' Swimming Rules as at the date of the closing of entries. It was pleasing to note that all officials were provided as per AUSSI Rule SW 1.1.1. Some additional officials were also in attendance to assist in the running of the Meet.

### **TIMEKEEPING**

Twelve (12) Chief Lane Timekeepers (CLTs) were appointed two (2) weeks before the beginning of the Meet. They were rostered over the 3 days with 8 present at each session. These volunteers were permanent in their positions and their duties were: (a.) recording the manual times on sheets provided by the Chief Recorder and (b.) managing the other 2 timekeepers in their lanes. Training sessions were held for these people to acquaint them with the automatic timing equipment. The 4 Inspector of Turns at the finishing end of the pool also acted as timekeepers in the middle lanes. Thus only 12 other personnel were required as timekeepers and were made up of other Masters swimmers and Amateur Swimming Club members.

The only time lost due to "timing" was in relation to the Automatic Officiating Equipment (AOE) which was occasionally malfunctioning due to the weather. The idea of having permanent CLT's i.e. persons not swimming, was instigated when Gladstone Gropers held the Queensland Branch Titles in 1991. I feel this set-up would eliminate a few of the problems in getting sufficient timekeepers. In National and International Meets, when there are a few ITs (Inspectors of Turns) about, it makes good sense getting them to also act as Semi-Automatic Timing (SAT) operators when AOE is used.

### **STARTING**

During the Meet there were 2 Starters rostered who both were very experienced "Masters" starters. There were 8 false starts generated by swimmers. Two occurred when swimmers lost balance forward before the starting signal sounded. Six were false starts which had to be called back i.e. the starting signal sounded but the swimmer had already started. It was of interest that 2 of these occurred in Backstroke. There were no false starts at the second start.

### **MARSHALLING**

There were 2 Marshals and 1 Check Starter rostered for events of 100m or more. The swimmers were punctual, aided by the marshalling boards set up on each side of the pool. In fact there were only 2 swimmers out of 2,423 "marshals" who missed their swim. In the 50m races there were 2 extra Marshals rostered and one of the ITs at the 50m starting end acted as an extra Check Starter. Two of the Marshals accompanied the swimmers from the Marshalling tent to the starting end and handed them over to a Check Starter. I was impressed by the fact that, during the whole Meet, there were no hold-ups in the presentation of swimmers to the starting blocks at either end of the pool.

### **AOE SUPERVISORS**

As extras to the Officials outlined in Rule SW 1.1.1, 2 Automatic Officiating Equipment (AOE) supervisors were appointed (1 acting at a time) to help ensure the accuracy of the results from the AOE before they were formally recorded. These two persons were highly experienced Officials with previous knowledge of a swimming control room environment with AOE installed. One had been the Chief Timekeeper for the local region and the other an accredited Referee. They provided a link between the Deck Officials and the control room and were vital in the production of accurate times so essential for Masters' Swimming.

### **REFEREEING**

The 12 "deck" officials i.e. Referees, Judges of Stroke and Inspectors of Turns, who attended were all accredited AUSSI Masters' referees except one who is currently in training. During the Meet the 12 were rostered in all positions including Referee. To maintain continuity and consistency, two of the said officials were rostered alternatively as one of the Referees.

## **DISQUALIFICATIONS**

During the Meet there were 6 individual D/Qs, 1 relay D/Q and 1 DNF. (He was subsequently admitted to hospital with unstable angina). No individual swimmer was disqualified more than once. Of the 6 individual D/Qs, 3 were in Backstroke races (2 at the turn and 1 at the finish). As far as the turns were concerned, one was for kicking on the breast independent of the continuous turning action and the other was for pushing off on the breast (i.e. not on back when feet left the wall). In the last one, I understand there were a couple of infractions. In fact she did not touch the wall initially during the continuous turning action from the breast, tried to negate by coming back to the wall and then pushed off the wall on her breast. Her initial infraction should have been the reason for disqualification. The other Backstroke D/Q was for not finishing on his back.

There was 1 D/Q in Butterfly in that the swimmer was continuously taking 2 strokes underwater before recovering with her arms. She seemed surprised at her D/Q as her coach had not picked this up and she had been doing the stroke for some time.

The other 2 individual D/Qs were in Breaststroke. One for swimming Freestyle at the beginning of the race and the other for a persistent downward dolphin kick at the end of the Breaststroke kick. The relay D/Q was for a break confirmed by 2 officials (IT and the Chief IT who was appointed for relays only).

A feature noted during the Meet was the increase in number of the "modern" Backstroke turns whereby the swimmer rolls onto the breast and does a tumble turn. This seems especially so now in the "older" age groups. Two swimmers obviously need a bit more practice. Also noted was the increase in the number of swimmers rolling onto the breast in Backstroke, "grabbing" the wall, and then pushing off. A potential problem could be the continuation of the kick on the breast before touching the wall. One must remember that in this situation the turning action does not commence until touching the wall whereas in a tumble turn the turning action commences with the initial flexion of the neck.

## **GENERAL**

There was some criticism concerning the pitch of the starting signal with which I have to agree. There had been problems when the equipment was first used for Masters at a Swim Meet in October 1999. The problem relates to the high pitch of the starting signal tone especially with Master swimmers with a deteriorating high frequency range in their hearing. The equipment had only been used in Swim Meets for "amateur" swimming with participants with a greater hearing range. This problem was pointed out to the makers of the equipment but they were unable to change the tone in time for this Meet. Thus efforts were made to demonstrate the starting signal before the start of the Meet. Unfortunately some swimmers missed the starting signal and started their race with a slight delay. This was compounded by the fact that some "hard of hearing" swimmers wore earplugs. Tapping was introduced and the Meet progressed smoothly from thereon.



To maintain concentration and enthusiasm on the job, as far as the Officials were concerned, it was decided to have a 30 minute break for lunch. Some people did not realise that many of the Officials had to work constantly for 3 days, especially the CLTs without the chance to be rostered off. It is essential that these volunteers get a rest break when working 10 hours at a stretch i.e. actual working time. In their own jobs, Master swimmers do not expect to work for 10 hours without a break, therefore they should not expect volunteers who are working for their benefit to work such long hours without a rest.

There were 2 protests that went before the Board of Appeal and both involved relay teams. The first involved a change in personnel of a relay team but more contentiously the change in age group of the team. The second was an administrative error where a time and place for a relay team was recorded in the wrong age group. There had been a change in the age group of the team. The problem with this was that the initial protest was made after the final results were posted and the medals presented. There were no formal protests to any of the disqualification's given.

## **CONCLUSION**

Overall the presentation, conduct and professionalism of the Officials were worthy of an Australian Masters' Swimming Championship. The planning and organisation of the Meet was first class. I would like to thank Russell Ogden for his chairmanship and co-ordination of the technical side of the Meet, Wade Hughes for his help and sponsorship for the Officials' clothing, Viv Irwin and his committee for their organisation of the Meet and their confidence in appointing me to this position and to all the Officials and Swimmers for their conduct, tolerance and sportsmanship especially under the adverse weather conditions. I am proud to be associated with this AUSSI National Swim 2000.

**Attachment T1:**

**REFEREE'S INFRACTION REPORT**

Event No	Event	Age	Sex	Infraction Causing Disqualification	Reporting Official
1	400m Free	55	M	Did Not Finish	Referee
2	200m BF	53	F	Swimmer's arms not brought forward together over the water with each armstroke	Judge of Stroke
3	200m Back	60	F	Swimmer left position on the back	Inspector of Turns
3	200m Back	35	F	Swimmer executed kick independently of turning action	Inspector of Turns
4	50m Breast	56	F	Commenced Freestyle after start	Judge of Stroke
7	4x50m Men's Free Relay	120+	M	4 <sup>th</sup> swimmer left starting platform before 3 <sup>rd</sup> swimmer touched wall	I of T Confirmed: Chief I of T
13	100m Back	71	M	Swimmer did not finish race on back	Inspector of Turns
20	200m Breast	54	M	Swimmer executed a downward dolphin kick	Judge of Stroke

**Attachment T2:**

**Addendum to the Report of the Chief Referee**

Discussion Paper by Dr. Simon Hooton

**Refereeing AUSSI Masters Competition Swimming**

There was some criticism of the standard of officiating at the AUSSI Masters National Swim 2000 in Gladstone. During the meet several non-conformities to the rules were seen by some of the spectators and the swimmers were not disqualified. I usually don't respond to these comments. It was however, discussed at AUSSI National Board level, thus I feel the matter is worthy of comment and further discussion by all of us who are vitally interested in AUSSI Masters Swimming's public image relative to competitive swimming and the "tone" that should be set at our swim meets in the future.

Over the years there has been much debate about how strict Officials should be in applying the Swimming Rules to Master Swimmers. On the one hand some feel that there should be no disqualification's at all because the swimmers are older, have less ability and this is suppose to be a "fun" event. This was certainly the case when I first began with Masters Swimming. In those days there was only a Starter and he/she didn't take much interest in the race after it had started. Today's swimming is a little more serious. There are those who feel that every minor misdemeanor should be called for disqualification regardless of whether an advantage is gained. We poor Referees at the "coalface" are stuck right in the middle as a piece of meat in the sandwich. Let's look at the two sides of the argument.

The problem that some Officials have with AUSSI Masters' Rules are the changes made from the FINA Rules. There are some 19 alterations and additions to the FINA Rules and also some word changes. In the FINA Rules the words are usually "must" and "shall" which are fairly definite. In AUSSI Masters' Rules there is the odd "should" and "may be". This causes two problems in that it can create an element of uncertainty, in the mind of the Referee, in enforcing the Rules, and secondly it creates a different set of standards to the rest of the world. How can an AUSSI swimmer break a World Record when operating under a different set of rules to the world body? The message that comes to the Official is that AUSSI believes that some of the FINA Rules are too harsh for their swimmers.

One also has to look at the purpose of AUSSI Masters Swimming, which was formulated well before our body got really serious about officiating. To remind you, the purpose as published is: "To encourage adults, regardless of age and ability, to participate in swimming etc.....". The key words are age and ability. Combine that with non-qualifying times for AUSSI Swim Meets then what AUSSI is saying is: "Come and swim at our Meet. We don't mind how good or bad you are because you are welcome anyway." Officials look at these two concepts and indirectly get the message that they have to be sensible about how they enforce the altered FINA Swimming Rules.

The other side of the argument which is put forward is that the Referee cannot judge whether an advantage is gained because of how the results are determined in AUSSI Swimming and the different age groups in each race. Therefore to maintain a level playing field (or pool in this case) every infraction seen, be it causing no change in the swimmer's performance or speed e.g. non-simultaneous touch in Breaststroke of 0.05sec between each hand in an elderly swimmer (the swimmer will then be actually 0.05sec slower), then the disqualification must be called. You're in prison on the first minor misdemeanor.

The message now coming from some members of the AUSSI National Board is one must disqualify for even the most minor of infractions in the hope of weeding out technically imperfect swimmers, trying their level best, to make the results completely fair. Some say that if they can't do the stroke technically perfect by the Rules then they should not be doing the stroke at all. So much for the purpose of AUSSI Masters Swimming.

We are not all perfect and our imperfections in ability increase as we age. Some individuals believe we should be black and white in applying the AUSSI Rules, so why change the FINA Rules (which are the benchmark) to suit ourselves. By doing that we are heading into a grey area.

I believe we can't have it both ways. The above concepts send mixed messages to those of us working at the coalface. In some aspects, AUSSI are wanting us to make on site judgements viz. refer to the "shoulds" and "maybes" in AUSSI Rules, and in others taking that away from us. In my mind it is a very difficult job officiating at Masters' Meets than say officiating at Meets for elite swimmers. Elite swimmers demand perfection in their own performance and technical ability and are officiated accordingly. Masters swimmers want perfection technically but can't always achieve it.

Some people mentioned that different States do things differently on a technical basis. The only way to achieve uniformity is by discussion with those operating at the coalface. They can then freely express their opinions about the state of technical standards. This would need to be done at a properly conducted forum, at a National Swim for example, rather than at a Technical Committee level.

I am not against disqualifying Masters Swimmers if I feel they are gaining a definite advantage. The disqualification rate at the recent National Swim in Gladstone was in fact higher than at National Swims over the past 4 years. This may be due to the fact that this Meet may have been better "policed" with more Officials on deck than previously.

I believe AUSSI is at the crossroads with technical standards and officials. If some people want perfection in technical standards then one may have to go against the concepts of AUSSI Swimming and begin discouraging people from participating in events, other than freestyle, at AUSSI Swim Meets. Will people travel to swim when they cannot participate fully in all events? By not going they will miss out on the other benefits of a Swim Meet, namely fitness, fun and friendship. They will have to be completely perfect technically to swim, apart from one style, and coaches will have to have a complete knowledge of the

finer details of the Rules. The challenge is to take that concept to the membership and see what reception you get.

Where does this all leave us? Hopefully somewhere in between these two extreme points of view. Swimmers and administrators must have confidence and trust in the Officials to make the right decisions in each situation. If this is not the case then AUSSI Masters runs the risk of losing significant numbers of referees and there will be a gradual reduction of the pieces of meat in the sandwich.

## **Safety & Pool Facilities Sub-committee ( Geoff Graham)**

### **INTRODUCTION**

Firstly congratulations and thank you to the immediate Safety & Pool Facilities Sub-committee, all support personnel, Pool Management and staff, and all helpers for a wonderful effort over the past two years and particularly during the 2000 National Swim. Your dedication and professional attitude ensured a first class event could be staged in regional Queensland.

My portfolio probably was larger than would normally be involved with the National Swim because of the outdoors venue and the necessity to upgrade the facilities to meet the required standards for an AUSSI National Swim, however the task was certainly not onerous.

I believe the facilities and pool complex proved to be more than adequate for the meet and was well presented. The inclement weather during the meet created some additional issues that needed to be addressed and highlighted the limited access to some areas of the complex during the meet.

All areas of my portfolio are addressed briefly below:

### **SAFETY**

Joint Safety Officers were appointed in the early stages of planning and were briefed on the need to meet all National Safety Policy requirements. Although the Policy and Swim Meet Guide were "light-on" in instruction and guidelines in some areas, common sense and practical safety measures were applied. This was particularly important in the set up and location of the temporary facilities throughout the complex.

The main competition pool temperature was maintained between 25.5 ° and 27 ° due to the installation of temporary gas heating system. The warm up and swim down pool was kept at approximately 30 ° because of the cool/wet weather outdoors.

### **MEDICAL & FIRST AID**

We were fortunate to have the availability of up to three Doctors at the complex throughout the meet and their assistance and advice was most appreciated. The First Aid personnel were highly trained, had adequate equipment (including two oxy-viva's defibrillator, and fully stocked first aid kits), and provided a high standard of service. The local Ambulance Station was within 100 metres and the General and Private Hospitals are located within 1.5 km of the pool complex.

The Emergency Procedure Checklist was completed each day and Injury Report Forms for all incidents requiring attention were completed. A safety report detailing type of injuries is attached (see Attachment S1). A review of the reports show that over one third of injuries were aggravations of old injuries or treatment of pre-existing complaints. Many of

these and a large number of new injuries were strains, sprains and abrasions, which leads to the following observations.

- Benefits of stretching and use of warm up and swim down facilities need to be emphasised even more than it has been in the past.
- Fitness levels may be down in some competitors and the extra exertion applied at this level of competition could be leading to injuries.
- Turns and finishes may require further safety education – particularly backstroke.
- Inclement weather adds additional risk. More care needs to be taken in these circumstances.

Two severe incidents occurred during the four days, resulting in hospitalisation:

1. Chest pains from overexertion
2. Dislocated shoulder when slipped on wet grass

### **WARM UP/SWIM DOWN**

Although both the main competition pool and the separate 25m pool had signage and a level of supervision, it is believed these areas could have been controlled better by:

- more strategic signage and barriers
- more supervision personnel

It is also believed that a higher level of pool etiquette and consideration for other competitors is necessary when lanes are crowded.

*As per Safety Policy*

### **AT-RISK FORMS**

There is a degree of uncertainty over when the "At Risk Forms" should be completed, in whose possession they should be held, and which swim meet personnel should have access to them. If this issue is not already being addressed I believe it requires clarification in the swim meet guide.

### **MASSAGE/SPORTS MEDICINE**

Three operators were appointed and situated in the pool complex. They provided a level of service that was appreciated by all who used the services.

### **POOL FACILITIES**

The outdoor Gladstone Memorial Pool Complex received a number of upgrades to facilities prior to the event which helped ensure the success of the AUSSI National Swim:

- Extra amenities
- Grandstand
- Electronic timing and scoreboard
- Timing control room
- Starting blocks

The Automatic Officiating Equipment (AOE) control room location provided easy access for operators and officials. To ensure AOE operators had a clear and uninterrupted view of all pool activities, access was denied in front of the viewing windows. This may have caused some minor inconvenience to spectators and competitors but was felt necessary.

It was noted that the starting signal was difficult to hear for some competitors. It took some getting used to because of its particular high pitched "beep". The suppliers of the equipment had been approached in an attempt to have the sound altered to a degree but this was not possible. Extra effort was made to educate swimmers about the starting signal at the commencement of competition.

Some competitors became confused with the "placing" and "lane" positioning on the scoreboard as the finish data was projected. The placing was mistakenly thought to be the lane, but this is understandable, because in AUSSI Masters competition the placing in a particular heat has little or no significance.

The grounds and gardens were very well presented and pool staff went beyond the call of duty to provide a first class outdoor swimming complex. Parking and amenities proved adequate for the numbers and the communication equipment worked well.

The corporate tents and the grand stand provided plenty of covered area for shade and rain protection, although the wind with the rain on the final day caused some discomfort.

Although the Opening Ceremony was enjoyed by the great majority (the official party became rather damp), it was a bad call on my part not to take the safer option under cover. The ancillary services (eg. Photographer, engraver, massage, merchandise, information booth) were adequately sited and proved popular with competitors.

The marshalling area worked very well and its location provided easy access to the pool deck and a great view of the pool action. Although it did take a bit longer than expected to educate competitors regarding entry through the rear of the tent. The management of traffic flow is an important part of large events like this. While we put considerable effort onto traffic flow strategies, with hindsight, some further improvements could have been made.

Our announcing staff did an excellent job and the revamped communication equipment provided good acoustics. The announcers location again provided good access for officials and contact with marshalling staff.

The use of the Gladstone Gladiators club rooms at the pool complex for the officials proved to be successful. Hopefully all sponsors were satisfied with the location of corporate signage and tents, and I believe the results posting areas worked well. The inclement weather persisting for several days after the 2000 swim meet was completed. This caused problems with the dismantling of all equipment and tents.



Overall the pool facilities proved quite adequate and even with the weather, very little could or would need to have been set up differently. In respect to safety, a number of areas as addressed above should be noted for future events.

Once again I thank and congratulate everyone involved in the organization of this very successful AUSSI Masters National Swim.

Attachment S1      Safety Report

AUSSI Masters National Swim

21-24 April 2000

Safety Report

<u>DATE</u>	<u>TYPE OF INJURY</u>	<u>TOTALS</u>
<u>21/04/00</u>	STRAIN/SPRAIN	5
	HEADACHE	4
	LACERATION/ GRAZE	4
	HEART/BLOOD PRESSURE	1
	HEAT RASH	1
	<u>TOTALS</u>	<u>15</u>
<u>22/04/00</u>	STRAIN/SPRAIN	7
	LACERATION/ GRAZE	4
	HEART/BLOOD PRESSURE	2
	SWALLOWED WATER	1
	GASTRO	1
	<u>TOTALS</u>	<u>15</u>
<u>23/04/00</u>	STRAIN/SPRAIN	4
	LACERATION/ GRAZE	3
	HEART/BLOOD PRESSURE	1
	DISLOCATED SHOULDER	1
	<u>TOTALS</u>	<u>9</u>
<u>24/04/00</u>	SWALLOWED WATER	4
	<u>TOTALS</u>	<u>4</u>

COMMENTS

- 1) Most common injury was sprains and strains.
- 2) 2 people went to hospital.

RECOMMENDATION

- 1) Swimmers should be advised of the benefits of stretching exercise and of warming up and warming down before and after swimming.
- 2) It would help clubs if swimmers are covered for ambulance service.
- 3) On the open water swims there should be plenty of marker buoys indicating course.

## **Open Water Swim Report (leader – Peter Reaburn)**

### **INTRODUCTION**

On Monday, 24<sup>th</sup> April, 180 swimmers met at Lake Awoonga, 25 minutes drive west of Gladstone, for the AUSSI Masters National Swim Open Water Swim. Two events were held – a 3000m event starting at 9.30am and a 1500m event at 9.45am over a triangular course and in 23 degree waters. Numbers in each event were about equal. The “late” starting time was chosen to allow a sleep in after the National Swim Presentation night held the previous evening.

### **THE OPEN WATER SWIM**

The event was sponsored by the Gladstone Area Water Board who provided invaluable assistance, along with host club member Des McNee, a surveyor, in setting up a very accurate course. Qualified officials were organised by Russell Ogden – they consisted of a race referee (Stan Pearson), three turn judges, a race starter, a medical director (Drs Ted Giblin and Tim Barrett), chief timekeeper (Cheryl Ogden) and five timekeepers, and a clerk of the course (myself). Over the previous three days an information table (answering any questions, collecting waiver forms, organising transport) was set up and manned by race director (myself) from 1-2pm on each day of the National Swim Meet. This was very successful and enabled swimmers to have many questions answered prior to race day.

On race day, registration, waiver signing, cap collection and numbering was done from 8am-9am. A race briefing was undertaken by Peter Reaburn (clerk of the course), Ted Giblin (Medical Director) and Stan Pearson (Race Referee) at exactly 9am. One minute countdowns were given in the five minutes leading up to each race start. Start was by both visual (flag dropped) and auditory (start gun) means from a position in front and beside the deep water start between the swim buoys.

The last swimmer in the 3000m event was an 82 year-old male who completed the distance in 1hr 58mins. Results were immediately posted and 30 minutes allowed for protests. We (Disputes Committee – Referee, Judge and Clerk of Course) had two minor problems. One was a swimmer entered in the 3000m who pulled out at the 1500m mark and wanted to be considered for a 1500m medal – dismissed protest; and secondly a minor time discrepancy for overall female winner – checked with backup system and upheld. Presentations (medals) in five-year age groups, male and female, for each event took place with the sponsoring Gladstone Area Water Board executive staff assisting.

After three very wet days at the National Swim Meet pool events we had no rain at the Open Water Swim until five minutes to go in the medal presentations when we got some drizzle. Feedback was very positive except for the possibility of having larger turn buoys. The manual (vs. computerised) recording system worked very well and simply.

## CONCLUSION

On a personal note, I'd like to sincerely thank the following groups and individuals: Reg Pugh (my right-hand man and equipment hustler – transporter), Russ Watson for his work ethic on the day, Russell and Cheryl Ogden, the previously mentioned officials and medical team who had no problems except for my 4 year old who needed a band-aid, my wife Claire who handled the stress of registrations and recording well, Sandra Pugh – Miss efficiency, Roz Mann and the Gladstone Area Water Board (particularly Lytton White the Chief Ranger), David and Annette Brooks for help with the medals, Greg King and the Tannum Sands Surf Lifesaving Club for the professional life guarding and the provision of brunch, and the volunteer timekeepers, handlers and recorders. A great team effort.