



MEMORANDUM

**TO: MEMBER ASSOCIATION SECRETARIES LIFE MEMBERS
PATRON & VICE PATRONS BOARD OF DIRECTORS OFFICE BEARERS**

FROM: MARK HEATHCOTE – CHIEF EXECUTIVE OFFICER

DATE: 22 MAY 2020

RE: STATE FORUM NOTICE

Due to the current Government restrictions that are in place due to COVID-19 regarding gatherings and an unclear timeline with respect to the easing of these restrictions, the Swimming NSW Board has determined that the 2020 State Forum of Swimming New South Wales Limited will be conducted online over a series of three one-hour webinars, commencing in July.

Once the topics have been confirmed, details of each Webinar, including the date, time and log in details will be provided to all Member Associations as well as being posted in the Swimming NSW website.

Member Associations wishing to submit Agenda Items for the Forum should do so, in writing, by **5.00pm on Sunday 14th June 2020 to:**

Chief Executive Officer
Swimming NSW Ltd.
PO Box 571
Sydney Markets NSW 2129

Or e-mail mark.heathcote@nsw.swimming.org.au

Best Regards,

A handwritten signature in black ink, appearing to read "Mark Heathcote", written over a horizontal line.

**Mark Heathcote
Chief Executive Officer
Swimming NSW**