**RSC Board Meeting Minutes**

**April 15, 2018**

**8:00pm (AST)**

**Meeting via Skype**

**In Attendance:** Sam Ashley, Chair

 Erin Gillespie

 Mary Kish

 Russ Paton

 Deirdre DeGagne

 Sarah Dobrowolski

 Jackie Ball

**Regrets:** Amy Cornett

**Recorder:** Erin Gillespie

1. **Welcome and Call to Order**

The meeting was called to order at 8:07pm (AST).

1. **Approval of March Meeting Minutes**

**Motion:** To approve the March 11, 2018 meeting minutes as amended.

**Moved by:** Deirdre DeGagne

**Seconded by:** Jackie Ball

**Carried.**

1. **Approval of the Agenda**

**Motion:** To approve the agenda as amended.

**Moved by:** Jackie Ball

**Seconded by:** Deirdre DeGagne

**Carried.**

1. **Tournament Committee Update/2018 Nationals Planning Update**

The tournament committee met on April 10, 2018 to discuss the ongoing planning of the 2018 National Championships. The tournament committee reviewed all of the tasks related to Nationals and assigned individuals to complete each task. The budget related to the 2018 National Championships was based on an estimated 250 athletes registering to participate. Currently, all registration packages have been received with the exception of two and there are 237 athletes registered, which does not include the Chinese delegation. Based on the number of registrations, income from 2018 Nationals registration fees should be approximately $26,650.00. Information required from Rope Skipping Canada:

* Technical Committee – currently there have been 3 individuals interested, 2 from Ontario and 1 from Alberta. The request was made for a representative from British Columbia to have representation from across each province.
* Scholarship Awards – this is being organized by Anita.
* Sportsmanship Award – generally an ad hoc committee/technical committee or older athletes are used to determine the recipient of the Sportsmanship award. It was decided that Anita would organize the individuals to vote on the Sportsmanship Award Recipient.

ORSO has secured a meeting room for the Annual General Meeting that can accommodate 45 people. The gymnasium has been secured on Friday May 18 from 9:00am – 9:00pm, Saturday May 19 from 7:30am – 9:00pm, Sunday May 20 from 7:30am – 8:00pm, and Monday May 21 from 7:30am – 7:00pm.

Mary and Brad have been working on the order form for the athlete lunches. The order form should be completed and sent out by April 21, 2018. The lunches must be ordered and paid for prior to the competition, via payment to ORSO. Given that the lunches are not covered by the registration fee, the payment will be made directly to the host organization.

The facility does not have the individuals to operate the live streaming. Volunteers would be required to coordinate and operate the live streaming for the competition. It was recommended that it might be best to use a senior athlete for the live streaming. The focus will be on achieving good video and sound quality, so that in the event there is no commentator the live stream can still be made available.

Currently, ORSO is struggling to find an on-floor photographer. Two years of ribbons and medals were ordered for the 2018 National Championships. The left-over medals and ribbons will be sent with individuals from Alberta for the 2019 National Championships. All piping and draping is being coordinated through ORSO. Judges shirts will be available to be purchased.

Historically, Team Canada shirts have been available for purchase and have been provided at no cost to the athletes who qualify for Team Canada. There will be a total of 10 athletes and 1 coach who require the Team Canada shirts.

**TASK:** Sam to send sizes of Team Canada shirts to Deirdre to be ordered for Team Canada athletes.

**TASK:** Erin to contact Rope Skipping Alberta regarding the photographer from Alberta.

**TASK:** Mary to contact Anita with a request to coordinate the individuals who will determine the Sportsmanship Award recipient.

1. **Financial Report**

The Financial Report was sent to all of the provincial emails. Account details were discussed. The Board reviewed the various transactions that were completed. Current balance as of March 31, 2018 was $31, 176.01.

In January 2019, there will be an invoice for insurance that will be prorated until August 31, 2019 to allow the insurance policy to fall in line with the registration year.

1. **2018 RSC Annual General Meeting**

**6.1 Notice of Meeting**

The notice of the meeting was reviewed. The meeting time will be immediately following the completion of the competition.

**6.2 2017 AGM Meeting Minutes Review**

The 2017 AGM Meeting Minutes were reviewed. The Board had no changes to the meeting minutes.

**6.3 Propose Amendments to the Bylaws**

The Board reviewed the Proposed Amendments to the Bylaws. The wording of the Election of Provincial Directors was reviewed based on feedback from Rope Skipping Alberta.

Article 8 – there was discussion at the 2017 Board retreat regarding the inclusion of clubs and PSO’s as members within the RSC membership structure. Currently, within the Rope Skipping Canada insurance policy, all members of Rope Skipping Canada that act as an officer/director in any form are covered under the Rope Skipping Canada insurance. Clubs, as legal entities, are not covered under the Rope Skipping Canada insurance. Rope Skipping Canada cannot add coverage to the insurance policy for other corporations. It was agreed that there would be no Amendment to the Bylaw to include clubs and PSO’s as members of RSC.

Article 14 – the amendments to Article 14 were reviewed. The board also reviewed the definition of limited voting rights as it pertains to the Canada Not-for-Profit Act. The board agreed to the amendments to Article 14.

Article 24 – the amendments to Article 24 were reviewed. The board agreed to the amendments to Article 24.

**TASK:** Erin to email Rope Skipping Alberta regarding clubs and coaching standards within RSC clubs.

**6.4 Audited Financial Statements**

The audited financial statements were provided to the board from year ending July 2017. The audited financial statements will be included in the AGM package.

**6.5 2019 RSC Annual Budget**

The 2019 RSC Annual Budget is currently being formulated. The board discussed any additional funds that may need to be allocated for upcoming initiatives. It was agreed that there should be funds allocated to the “Come Try Skipping Events”. It was discussed that funds from the Development Fund should be reallocated to the “Come Try Skipping Events”. It was agreed that $500 per province would be allocated to the “Come Try Skipping Events”.

**6.6 2019 Financial Auditors**

The current Financial Auditor is Erika Banwell. The board agreed that it would be sufficient to continue with Erika Banwell as the Financial Auditor for the 2018-2019 fiscal year.

**6.7 Decisions of the Board of Directors**

It was agreed that the Decisions of the Board of Directors would be an internal document that would be used to track decisions made by the Board on an ongoing basis.

 **6.8 Election of the Board of Directors**

The provincial representatives for RSA and ORSO have been confirmed but the RSC board is still waiting on the provincial representatives from RSANS and Jump Rope BC. Currently there have been 4 nominations received for the Director at Large positions that are currently up for election.

 **6.9 Chair/Provincial Representatives Reports**

The following reports have been received:

* Chair’s Report
* Membership Report
* Audited Financial Statements
* Nova Scotia Provincial Report

The following reports are currently outstanding:

* Ontario Provincial Report
* Alberta Provincial Report
* British Columbia Provincial Report

 **6.10 Important Changes to Communicate**

Upon completion, the AGM package, including the Proposed Amendments to the Bylaws will be sent via electronic communications to the general membership and all information will be posted on the Rope Skipping Canada website. All information will be sent by April 28, 2018.

1. **2019 National Championships – Hosting Guidelines**

The board reviewed the proposals that were submitted by Rope Skipping Alberta and the Bonnyville Skipperoos. The two bids were reviewed and it was agreed that the National Championships host should be awarded to the provincial association and not an individual club. It was agreed that the Leduc Recreation Centre does not meet the hosting criteria. The board decided that information would be sent back to Rope Skipping Alberta regarding the hosting of the 2019 National Championships.

**TASK:** Erin to draft communication to be sent to Rope Skipping Alberta for the Board of Directors to review and then send the communication to RSA.

1. **2018 RSC Scholarship Applications**

Applications have been received and are being reviewed and the winners being decided. There is no representative from Alberta on the selection committee.

1. **Research Study during 2018 Nationals**

Sarah proposed that there be a research study at the 2018 National Championships similar to the one conducted at the 2017 National Championships regarding Urinary Leakage but involving male athletes.

**Motion:** To approve the inclusion of a male urinary incontinence study at the 2018 National Championships.

**Moved by:** Jackie Ball

**Seconded by:** Russ Paton

**Carried.**

1. **New Business**

**10.1 Scoring System**

The new scoring system was used at the 2018 ORSO Provincials. The system worked well and will be used at the 2018 National Championships.

**10.2 New Event Call Outs**

The new call outs were reviewed. These new call outs will not be used at the 2018 National Championships. It was agreed that the new call outs should be redone and be made available for September 2018.

1. **Coast to Coast**

**British Columbia –** Board meeting will take place April 15, 2018. Provincial competition will take place on April 21 and 22, 2018 which will be co-hosted by the Black Widow Rope Spinners and Nelson Rhythm Ropers. This year will mark the 20th year as a provincial organization and is the 25th anniversary for the BC provincial competition. Athletes will be going to Florida to WJR in July.

**Alberta** – Provincial Championships was hosted on April 7 and 8, 2018.

**Ontario –** Provincial Championships was hosted on April 7 and 8, 2018 in Hamilton with approximately 160 athletes. Provincial and National records were set. Clubs continue to participate in Jump Rope for Heart demos and festivals.

**Nova Scotia –** Provincial Championships was hosted in March with approximately 6 – 7 clubs that participated in the Recreational event that was tied to the provincial championships. Senior athletes have started their Jump Rope for Heart tour.

1. **Old Business**

**13.1 Tasks from Previous Board Meetings**

**March 2018 Board Meeting**

**TASK:** Brad will meet with the ORSO Board and report back to the Tournament Committee regarding ORSO’s discussion with respect to the hosting of the 2018 National Championships. **– COMPLETED**

**TASK:** Russ to speak with the insurance company regarding the potential for changes in the membership structure and how this might impact the extension of insurance coverage to clubs and provinces and what the additional cost to RSC would be. – **COMPLETED**

**TASK:** Sam to create a secretary@ropeskippingcanada.com email address for the Secretary to send out RSC communication to members. **– COMPLETED**

**February 2018 Board Meeting**

**TASK:** Mary to order the required number of medals for the 2018 National Championships. **– COMPLETED**

**TASK:** Sarah to speak with the injury lawyer regarding the online collection of the waivers. **– IN PROGRESS (later date)**

**TASK:** Sam to send communication to Rope Skipping Alberta for final written confirmation that they will host the 2019 National Championships. **– COMPLETED**

**January 2018 Board Meting**

**TASK:** All Board members to review the Recreational Instructor Training Proposal and provide feedback at the February meeting. **– IN PROGRESS**

**TASK:** Mary to request to see the full content of the Recreational Instructor Training program for the Board to review. **– IN PROGRESS**

 **December 2017 Board Meeting**

**TASK:** The Tournament Committee to review the Organizing Guidelines and update to provide a first draft to the Board of Directors for review. **– IN PROGRESS**

**TASK:** Mary to inform the Board once the testing on the new program is complete. **– COMPLETED**

1. **Next Meeting**

Friday May 18, 2018 @ 2:00pm (EST).

1. **Adjournment**

**Motion:** To adjourn the meeting at 11:01pm (AST).

**Moved by:** Jackie Ball

**Seconded by:** Mary Kish

**Carried.**