

RSC Board Meeting Minutes
August 17, 2019
12:00pm (ADT)
Meeting via Skype

In Attendance: Erin Gillespie, Chair
Sam Ashley
Mary Kish
Sarah Dobrowolski
Emily Whitman
Jana Hamilton

Regrets: Sarah Miles
Cameron Short

Recorder: Jana Hamilton

1. Welcome and Call to Order

The Chair welcomed the Board to the meeting. The meeting was called to order at 12:02pm (ADT).

2. Approval of June 2, 2019 Meeting Minutes

Motion: To approve the June 2, 2019 Meeting Minutes as presented.

Moved by: Sam Ashley

Seconded by: Emily Whitman

Carried.

3. Approval of July 11, 2019 Meeting Minutes

This item was tabled until the next meeting.

4. Approval of the Agenda

Motion: To approve the August 19, 2019 Meeting Agenda as presented.

Moved by: Sam Ashley

Seconded by: Sarah Dobrowolski

Carried.

5. Insurance Update

The Board reviewed the RSC insurance renewal quote. The insurance broker noted that due to changes in the insurance climate, the premium for the 2019-2020 season has increased. Additionally, the insurance broker noted that RSC is not obliged to purchase the accident insurance, which is a type of disability coverage (different from legal liability insurance). The accident insurance pays if someone is injured during RSC activities, but does not require anyone suing anyone else. The Board agreed that accident insurance is a critical component of the RSC insurance policy and should remain.

Motion: To approve the renewal of the 2019-2020 RSC Insurance policy effective September 1, 2019 to August 31, 2020 at a cost of \$4941.00.

Moved by: Sarah Dobrowolski

Seconded by: Sam Ashley

Opposed: Mary Kish

Motion not Carried.

Jana Hamilton joined the call at 12:28pm (ADT).

The additional Director & Officer liability insurance quote was also reviewed. As per the previous additional D&O liability insurance purchased by RSC in February 2019 there is the option to purchase \$1 million liability at a cost of \$695 or \$2 million liability at a cost of \$1062. It was noted that the insurance broker provided the following 4 options that could be added to the quote if required by RSC:

- Add discrimination coverage (“Third Party Coverage”) for 5% more
- Add Slander, Libel, Wrongful Arrest, Entry, or Imprisonment (“Personal Injury”) for 5% more
- Add \$100,000 Privacy and Security coverage for \$104 more - addresses new privacy law risk
- Add \$100,000 Workplace Violence coverage for \$70 more - pay for expenses related to workplace violence incidents.

The Board agreed that, \$2 million D&O liability insurance should be purchased. In addition, it was noted that it would be beneficial to add the Privacy and Security coverage and discrimination coverage to the D&O policy. The total cost with the added coverage would be \$1219.10.

Motion: To approve the renewal of the 2019-2020 RSC additional Director and Officer liability insurance effective September 1, 2019 to August 31, 2020, with \$2 million in coverage and additional discrimination, privacy and security coverage at a cost of \$1219.10.

Moved by: Sam Ashley

Seconded by: Emily Whitman

Carried.

Opposed: Mary Kish

TASK: Erin to send confirmation of insurance renewal to the insurance broker and request an invoice to be submitted to Bonnie for payment prior to August 31, 2019.

6. 2019-2020 RSC Membership Registration Update

Registrations are beginning to be received. The Board was reminded to inform clubs that Insurance Certificates will not be issued to clubs unless they are *In Good Standing* with RSC. To be considered *In Good Standing* clubs must have:

- Submitted registration
- Submitted complete proof of all coaching requirements for all registered coaches
- Payment for registration must be received by RSC

Due to processing timelines, if clubs require insurance certificates early in September, they should be encouraged to submit their registrations as early as possible as it can take up to 14 days (or 10 business days) to obtain the insurance certificates.

7. Policy & Procedure Manual

The updated Policy and Procedure Manual was reviewed. It was noted that many of the changes in the update were to reflect the addition of the club/PSO membership that was approved at the 2019 RSC AGM.

Motion: To approve the amendments to the RSC Policy and Procedure Manual as presented.

Moved by: Emily Whitman

Seconded by: Mary Kish

Carried.

TASK: Erin to post the updated Policy and Procedure Manual to the website.

8. Treasurers Report

The RSC Financial Statement ending July 31, 2019 was reviewed. It was noted that an outstanding payment is owed to Rope Skipping Alberta for expenses relating to the 2019 RSC National Championships. The treasurer has directed the RSC GM to process the outstanding expenses owing to RSA.

Incoming Spending Options:

- Purchase of tablets for IJRU judging system

TASK: Send ideas on incoming spending options to Emily

8.1 2017-2018 Financial Statements

The 2017-2018 Financial Statement audit is currently ongoing. One auditor has provided a full report of their findings and the Treasurer is awaiting the report from the second auditor. Once both reports have been received, they will be presented to the Board of Directors.

9. Nationals Records Recognition Policy/Submission Form

The Nationals Records Recognition Policy was reviewed. The National Records Submission Form was also reviewed. It was agreed to wait to approve and post the submission form until the events have been confirmed for the 2019-2020 season.

Motion: To approve the RSC Nationals Records Recognition Policy as presented.

Moved by: Sam Ashley

Seconded by: Jana Hamilton

Carried.

TASK: Confirm submission form once events are finalized.

10. 2020 National Championships

Deirdre DeGagne, NTC Chair, joined the call to outline the process that Jump Rope BC undertook while exploring locations for the 2020 National Championships. The 2020 National Championships hosting proposal submitted by Jump Rope BC was reviewed. It was noted that RSC is able to book the entire bottom floor of the facility, which allow for all aspects of the event to be contained within a close vicinity. There is seating for approximately 400 spectators in the venue. Kamloops allows for food trucks to come on site at the venue which may be an added feature to the event. The dorms available do not come with a meal plan option but there are kitchens within the dorms that can be used, with many restaurants and grocery stores close by. Facility hours included are 6:00am to 11:00pm daily.

To book out the bottom floor of the facility, including staffing the total cost would be \$3954.54. The City of Kamloops will also provide a \$1500 grant for bringing a National Championships to the city. Additional items that will need to be paid for include pipe and drape and catering costs for judge's food.

Motion: To approve the Tournament Capital Center in Kamloops, BC as the host venue for the 2020 RSC National Championships, May 15 - May 18, 2020.
Moved by: Sam Ashley
Seconded by: Mary Kish
Carried.

11. IJRU Update

The Board reviewed the update that was provided by Carly Simpson from the IJRU AGM held in Norway on July 10, 2019.

11.1 Technical Congress Delegates

It has been communicated to RSC that IJRU will permit RSC to appoint two individuals to the IJRU Technical Congress to represent RSC. The Board discussed the individuals that may be good candidates.

It was noted that RSC should send out an application process for these positions.

TASK: Erin to create application process and send out to general membership.

11.2 IJRU Judges Training

RSC is still waiting for information from IJRU on the release of the IJRU Judges Training modules. It has been confirmed that there will be three levels of certifications that can be obtained within the IJRU Judging Certification program:

- **Level 1 Certification:** Complete the online judging fundamentals course and judge training (each judge type has a separate online course)
- **Level 2 Certification:** Complete the online judging course and attend a live training (this can be in-person or online in real time with a live trainer)
- **Level 3 Certification:** Complete the online judge course, attend a live training, and complete 100% of the monthly continuing education courses

When RSC receives confirmation that members can begin the online judge training certification the information will be communicated to members and clubs.

11.3 Judges Qualifications at RSC Competitions

Based on the three levels of judge certification available within the IJRU Judging program, the RSC Board of Directors must determine the level of certification required to judge at competitions within Canada.

Require level 1 at National qualifying competitions

Require level 2 at National Championships

1 Level 2 judge for each 5 athletes

TASK: Erin to contact Jodi Harrison regarding editing the RSC Judging Training document.

11.4 RSC Competition Structure

Motion: To approve the following age categories for the 2020 RSC National Championships:

- U 11
- 12-14 years
- 15-17 years
- 18+ years
- 30+ years

*With an age cut-off of December 31, 2020.

Moved by: Sam Ashley
Seconded by: Emily Whitman
Carried.

TASK: Erin to change the age categories on the RSC 2019-2020 registration form.

11.5 Nationals Qualifying Structure

In alignment with the progression phases of the Long Term Athlete Development Model

11.5.1 Motion: To approve the following team qualification structure for the 2020 RSC National Championships:

- 30+ years: Top 3 All Around teams in each gender category and the next 5 highest placing teams in each event
- 18+ years: Top 3 All Around teams in each gender category and the next 5 highest placing teams in each event
- 15-17 years: Top 3 All Around teams in each gender category and the next 5 highest placing teams in each event
- 12-14 years: Top 5 All Around teams in each gender category and the next 3 highest placing teams in each event
- U 11: Top 5 All Around teams in each gender category and the next 3 highest placing teams in each event

Moved by: Emily Whitman
Seconded by: Mary Kish
Carried.

11.5.2 Motion: to approve the following event qualifications for the 2020 RSC National Championships

- Top 3 will qualify in Wheel
- Top 3 will qualify in Double Dutch Triad
- Top 3 will qualify for Team Show

Moved by: Emily Whitman
Seconded by: Sarah Dobrowolski
Carried.

11.5.3 Motion: to approve the following Precision Group routine qualification structure for the 2020 RSC National Championships

- Top 3 will qualify in an Open category
- Top 3 will qualify in a U12 category

Moved by: Emily Whitman

Seconded by: Sarah Dobrowolski

Carried.

11.5.4 Motion: to approve the following individual event structure for the 2020 RSC National Championships

- 30+ years: Top 3 Overall individual in each gender category and the next 5 highest placing individuals in each event
- 18+years: Top 3 Overall individual in each gender category and the next 5 highest placing individuals in each event
- 15-17 years: Top 3 Overall individual in each gender category and the next 5 highest placing individuals in each event
- 12-14 years: Top 5 Overall individual in each gender category and the next 3 highest placing individuals in each event
- U11: Top 5 Overall individual in each gender category and the next 3 highest placing individuals in each event

Moved by: Sam Ashley

Seconded by: Mary Kish

Carried.

11.5.5 Motion: to approve the following Triple Under qualification structure for the 2020 RSC National Championships

- 18+ years: Top 3 will qualify in each gender category
- 15-17 years: Top 3 will qualify in each gender category

Moved by: Sam Ashley

Second by: Mary Kish

Carried.

11.5.6 Motion: to approve the following qualification structure for the Double Under event for the 2020 RSC National Championships

30+years: 2 minute consecutive double under with 1 mistake at any time as a track style event with the top 3 qualification in each gender category

12-14 years: 2 minute consecutive double under with 1 mistake at any time as a track style event with the top 3 qualification in each gender category

U11: 1 minute non-consecutive double under will be included with the overall qualification

Moved by: Sam Ashley

Seconded by: Jana Hamilton

Carried.

Task: Erin will add approved motions to revise the RSC RuleBook. Provincial reps can begin communicating new qualifications to provinces.

11.6 IJRU 2020 World Championships Qualifying Structure

IJRU has approved 3 spots per event at both the Senior World Championships and World Open Competition. The following qualifications are based on a combined total of 6 spots per event for Canadian athletes at the IJRU 2020 World Championships.

Athletes 15 years and older as of December 31, 2020 may qualify for the Senior World Championships and World Open Competition.

11.6.1 Motion: to approve the following Team qualification structure for the IJRU 2020 World Championships.

The 1st place All-Around teams in each gender category and next 2 highest placing teams in each event will attend the 2020 IJRU Senior World Championship.

The next 3 highest placing teams in each event per gender category will attend the 2020 IJRU World Open Competition.

Moved by: Sam Ashley

Seconded by: Emily Whitman

Carried.

11.6.2 Motion: to approve the following Individual qualification structure for the IJRU 2020 World Championships.

The 1st place Overall individual in each gender category and next 2 highest placing individuals in each event will attend the 2020 IJRU Senior World Championship.

The next 3 highest placing individuals in each event per gender category will attend the 2020 IJRU World Open Competition.

Moved by: Jana Hamilton

Seconded by: Emily Whitman

Carried.

11.6.3 Motion: to approve the following qualification structure for the IJRU 2020 World Championships for the following events:

Wheel, Triad, Triples and Team Show

Top 3 in each event will attend the IJRU 2020 World Championships

The next 3 highest placing in each event will attend the 2020 IJRU World Open

Moved by: Sam Ashley

Seconded by: Sarah Dobrowolski

Carried.

Athletes 12-14 years old as of December 31, 2020 may qualify for the Junior World Championships. Discussions on RSC's alignment with the progressional phases of the Long Term Athlete Development Model concluded that athletes in the Junior age division are still in a learn to train phase and not in a specialized learning phase. The Junior Worlds Championship qualification are as follows:

11.6.4 Motion: to approve the following Team qualification structure for the IJRU 2020 Junior World Championships.

The Top 2 All-Around teams in each gender category and the next highest placing team in each event per gender category will attend the 2020 IJRU Junior World Championship

Moved by: Emily Whitman

Seconded by: Sarah Dobrowolski

Carried.

11.6.5 Motion: to approve the following Individual qualification structure for the IJRU 2020 Junior World Championships.

The Top 3 Overall athletes in each gender category will attend the 2020 IJRU Junior World Championships.

Moved by: Emily Whitman

Seconded by: Jana Hamilton

Carried.

12. International Open Competition Policy

The International Open Competition Policy was reviewed.

The application form for the 2019 China Open was sent out members via the RSC Newsletter on August 1, 2019. The deadline to submit applications is August 31, 2019. The Board will need to select athletes to attend the competition prior to September 10, 2019 as this is the registration deadline with the Chinese Rope Skipping Association. To date, one application to attend has been received.

Tabled to September meeting

13. New Business

- October 11 - Skipping Day in Canada. Provinces should be looking to host events for people to try skipping. Great recruitment tool and investment in our sport.

14. Coast to Coast

British Columbia - Fall camp coming in October

Alberta - Completed first Casino. Connectivity Skippers are hosting Skipping In the Sun Intensive bringing Thomas Cunningham from BC as well as Everett Graham and Alynn Lega from AB. RSA's October Athlete Summit is being planned.

Ontario - Still off for Summer will be starting in September. Shifting of older jumpers going to University and trying to keep them involved with local clubs. Fall skills camp in November will be bringing in instructors. Talk of Nigerian Skipping club attending as well.

Nova Scotia - Doing some small workshops, local parades and small community events throughout the Summer

15. Old Business

15.1 Email Motions

Email Motion - July 15, 2019

Motion: To approve payment of \$14,457.52 to Rope Skipping Alberta for expenses owing for the 2019 National Championships.

Moved by: Sam Ashley

Seconded by: Sarah Dobrowolski

Carried.

Email Motion - July 24, 2019

Motion: To approve repayment of \$76.47 to Sam Ashley for the Rope Skipping Canada domain name yearly renewal.

Moved by: Mary Kish

Seconded by: Emily Whitman

Carried.

Email Motion - August 8, 2019

Motion: To approve payment of \$353.50 for the renewal of the RSC Constant Contact account for the 2019-2020 season.

Moved by: Sam Ashley

Seconded by: Cameron Short

Carried.

15.2 Tasks from Previous Board Meetings

July 11, 2019 Board Meeting

TASK: Erin to add in the hyperlink to the RSC Membership file to the RSC Membership Form and post to website by July 31, 2019. - **COMPLETED**

TASK: Emily to submit the receipt and approval to Bonnie to send reimbursement to Sam Ashley. - **COMPLETED**

Task: Erin to confirm RSA to pay facility fees and determine repayment amount to RSA. - **COMPLETED**

TASK: Sam to send the FISAC records submission criteria and Erin to add in the full information to the criteria to present at the next Board meeting. - **COMPLETED**

TASK: Mary to run an analysis on the 2019 National Championships results to combine the scores of participants in the 15 - 17 age category and 18 - 29 age category to show a total results listing to determine results when athletes/teams apply - **COMPLETED**

TASK: Erin to create the inclusion criteria and application form and send to the Board for approval. - **COMPLETED**

June 2, 2019 Board Meeting

TASK: Erin to send the D&O Application form to all clubs/PSOs once the online registration system is available for the 2019-2020 season. - **IN PROGRESS - POSTED TO WEBSITE**

TASK: Erin to communicate with Bonnie regarding access to the financial records and Mary Kish to connect with members from Ontario to determine individuals who are interested in volunteering to review the financial statements. - **COMPLETED**
- **REVIEW TO BE COMPLETED IN COMING MONTHS**

April 14, 2019 Board Meeting

TASK: Sarah Dobrowolski to send information to Erin regarding the WADA Code to communicate to IJRU

March 10, 2019 Board Meeting

TASK: Erin to amend the Rulebook to reflect the changes to coaches being allowed to have recording device in box. - **IN PROGRESS**

TASK: Erin to change the Policy & Procedure to outline club memberships and send to the Board for approval and review at the April Board meeting. - **COMPLETED**

February 17, 2019 Board Meeting

TASK: The Board will review the critical policies at the 2019 National Championships and develop a hiring framework for the individual to be hired. - **TO BE COMPLETED AT 2019-2020 BOARD MEETINGS**

November 18, 2018 Board Meeting

TASK: Erin to create the RSC National Tournament Committee Terms of Reference. - **NOT YET STARTED**

16. Next Meeting

September 8th at 8:00pm ADT

17. Adjournment: 3:33pm ADT

Minutes Approved: September 8, 2019
Moved by: Sarah Dobrowolski
Seconded by: Sam Ashley
Carried.