



Rope Skipping Canada

Saut à la Corde Canada

RSC Board Meeting Minutes

August 19, 2018

8:00pm (AST)

Meeting via Skype

In Attendance: Erin Gillespie, Chair
Sam Ashley
Mary Kish
Amy Cornett
Sarah Dobrowolski
Sarah Miles
Emily Whitman

Regrets: Cameron Short

Recorder: Erin Gillespie

1. Welcome and Call to Order

The Chair welcomed everyone to the meeting. It was noted that the agenda for the meeting is quite lengthy and some items may need to be tabled to the next meeting. The meeting was called to order at 8:02pm (AST).

2. Approval of July Meeting Minutes

Motion: To approve the July 11, 2018 Meeting Minutes as amended.

Moved by: Amy Cornett

Seconded by: Mary Kish

Carried.

3. Approval of the Agenda

Motion: To approve the August 19, 2018 Meeting Agenda as presented.

Moved by: Sam Ashley

Seconded by: Amy Cornett

Carried.

4. Treasurer's Report

The financial report submitted by the General Manager was reviewed. It was discussed that in the future, it would be beneficial to see the itemized breakdown relating to both deposits and expenses on a monthly basis. It was noted that moving forward, the balance sheet should be sent on a monthly basis in excel format for review by the RSC Board of Directors. It is important to track all financial approvals on a monthly basis to ensure the General Manager and Treasurer are aware of the expenses that have been approved on an annual basis.

Currently there are two items outstanding expenses relating to the 2018 National Championships to be



paid out to Sarah Dobrowolski.

Rope Skipping Alberta (RSA) contacted RSC regarding the upcoming 2019 RSA Skipping Summit. RSA is asking for funds to help offset the costs of bringing Ellory Bruce to the Summit to provide a provincial judges clinic. During the 2017-2018 season Ellory visited all provinces except Alberta to provide officials training. During this time period, RSC paid for the cost of travel (flights) to the province, while the province was responsible for paying all other associated costs. Previously, Ellory's role was to train the provincial judging coordinators and ensure that each provincial coordinator was trained. It was noted that during the 2017-2018 season Ellory did communicate and train the Alberta Provincial Judging Coordinators. Additionally, with the online judges training being developed, the online modules will replace in person training. It was agreed that, RSC would not pay the costs associated with Ellory attending the RSA Skipping Summit, but that RSA could bring Ellory in to the Summit at their own cost.

TASK: Sarah to resubmit the expense reports to the General Manager and Treasurer to be approved and paid out.

TASK: Amy to communicate to Che Borden (RSA Skipping Summit Committee) that RSC will not pay the fees associated with bringing Ellory to the RSA Skipping Summit.

4.1 FISAC Payments

All the athletes attending FISAC submitted registration funds at the exchange rate on the date of submission. RSC paid additional funds to FISAC than what was collected from the athlete's due to the US dollar exchange rate and associated transaction fees. There is currently a gap of approximately \$100 between what was collected from athletes and what was paid out to FISAC, due to exchange rates and transfer fees.

Motion: To approve up to \$100 to cover the outstanding fees associated with the registration for the 2019 FISAC Championships.

Moved by: Sam Ashley

Seconded by: Sarah Dobrowolski

Carried.

5. 2018 – 2019 Member Registration Update

Erin provided an update on the memberships received to date. Currently RSC has received one registration. Given that most clubs do not begin practicing until September – October, it is expected that registrations will start to be received in the coming weeks.

An update on how individuals can access the Coaching Association of Canada modules was provided to the Board. It was noted that, individuals experiencing challenges with logging in to www.coach.ca, with module content, or any other challenges arising from NCCP may email coach@coach.ca. The contact information for www.coach.ca has been posted to the RSC website.

The process for obtaining a Police information check was reviewed. All coaches 18 years and older are required to provide proof of a valid Criminal Record Check including a Vulnerable Sector Check. It was noted that www.mybackcheck.ca will do background check but not vulnerable sector check. Individuals must go to a local police station to obtain a vulnerable sector check.

National Coaches Week will be September 22 – September 30, 2018. NCCP will be offering Coach Initiation in Sport at no cost during this week.



It was confirmed that an individual certified in Standard First Aid/CPR C must be present at all practices.

TASK: Sarah to draft guidelines for First Aid equivalencies for the September 9, 2018 meeting.

6. 2019 Nationals

Olds College is currently working on the contract to be provided to RSC for the 2019 RSC National Championships. Once the contract is complete, RSA Nationals Coordinator, Autumn Nesdoly, will send to RSC for review and approval. The space will be being booked from Friday May 17 – Monday May 20, 2019.

The option to make the 2019 RSC National Championships the qualifying tournament for the 2020 IJRU World Championships was discussed. All other countries qualify at least 1 year in advance of the World Championships. Typically, the RSC National Championships occurs following the registration deadline for the World Championships and the timeline to submit registrations, collect payments etc. is not conducive administratively. Historically, Canada has been given special permission to submit late registrations, but this opportunity may not be present once IJRU is in operation. This item is tabled to be discussed at the September 2018 Board meeting.

The MOU for National Championships hosting will be tabled until the September 9, 2018 meeting.

Sam attended the IJRU meeting during the 2019 FISAC World Championships. Many countries in attendance had concerns regarding the unwillingness to answer questions on the part of IJRU. Concerns were raised regarding the formation of IJRU and that member countries must have input moving forward. IJRU indicated that a preliminary rule book will be released sometime in October 2018.

7. RSC Waiver/Insurance Policy

The changes to the Waiver provided by the lawyer were reviewed. Sarah will contact the lawyer to determine the case law that surrounds the amount paid out in previous settlements. Once this is confirmed, RSC can confirm appropriate coverage based on other case law.

There are items (ex. proper footwear) that could be included in the rulebook and may not be required within the waiver. The photo release could be included as a separate page or separate document and not within the waiver. It was noted it would be beneficial to keep the liability information in the waiver regarding PSO's. RSC requires information on the number of claims that have been initiated and how many have moved through the full claim process.

It was noted that under the current insurance policy, members have 30 days initially to activate a claim.

The insurance policy has been updated to reflect the membership year and will now be up to date until August 31, 2019.

TASK: Amy to contact the insurance company regarding the number of claims through the RSC insurance policy.



TASK: Sarah to continue to update the RSC Waiver and send a draft version to the Board for review and approval.

TASK: Erin to communicate with Russ regarding the cost of the insurance policy renewal until August 31, 2019.

8. RSC Newsletter – Constant Contact

Following the July 11 meeting, Erin contacted Constant Contact to review the options for the RSC newsletter. Constant Contact indicated that the cheapest option that could be provided to RSC would be \$218.40. This would only allow for 0 – 500 contacts to be imported. It was decided that this would not meet the requirements for the number of members that RSC currently has and would not allow for any growth. As such, as approved at the July 11, 2018 RSC Board meeting, RSC will move forward with the option of 2,500 contacts for a cost of \$294.00 per year. The goal will be to release the first RSC Newsletter in October 2018.

TASK: Erin to purchase the Constant Contact account and submit receipts to Bonnie/Treasurer.

9. Online Judges Training/Testing Update

Sam communicated to Ellory that she may proceed with signing RSC up for this software. Ellory will sign RSC up for the software and submit receipts for reimbursement. Ellory has been instructed to proceed with obtaining the software. Once content has been uploaded to the software, the RSC Board will be notified to review. The RSC Board of Directors will discuss options for content at the September 2018 Board meeting. The software being purchased will initially be used to test judges on their knowledge not provide training.

10. Event Call Outs

The Event Call Outs were reviewed. It was noted that the call outs appear to be much faster than the previous call outs. Additional feedback provided, was that it sounds as though the commentator is asking a question rather than making a statement. It was however, agreed that it is beneficial to use consistent call outs as FISAC, with beeps signifying changes.

Motion: To adopt the New Event Call Outs as presented, effective September 1, 2018.

Moved by: Sam Ashley

Seconded by: Mary Kish

Carried.

TASK: Sam to post the New Event Call Outs on the RSC Website.

11. IJRU Task Group

The IJRU Task Group Terms of Reference were reviewed. This Task Group will discuss and provide feedback on the information that RSC receives from the IJRU.

Amy Cornett left the call at 10:32pm (AST).

Motion: To approve the IJRU Task Group Terms of Reference as presented.

Moved by: Sam Ashley

Seconded by: Mary Kish

Carried.



TASK: Erin to send the IJRU Task Group TOR to membership for call for individuals for the committee. Deadline for submissions will be September 4, 2018.

12. Rules Task Group

The Rules Task Group Terms of Reference were reviewed. The Rules Task Group will be responsible for developing and presenting to the Board of Directors, a strategy for integrating IJRU Rules into the RSC Rulebook. The primary function of the committee will not be to revamp or change the current RSC Rulebook but the RSC Board may task them to look at major challenges within the current rulebook to propose solutions (ex. music rule).

Motion: To approve the Rules Task Group Terms of Reference as presented.
Moved by: Sam Ashley
Seconded by: Sarah Dobrowolski
Carried.

TASK: Erin to send the Rules Task Group TOR to membership for call for individuals for the committee. Deadline for submissions will be September 4, 2018.

13. Come Try Skipping Events/National Skipping Day

It was noted that Skipping Day in Canada will be Thursday October 11, 2018. RSC Board of Directors are requested to communicate to both PSO's and clubs regarding the date of Skipping Day in Canada. RSC will begin promoting the date on social media effective immediately.

14. 2019 ERSO Conference

In 2018 ERSO hosted a conference for all FISAC countries to attend if desired. Similar to 2018, for the 2019 ERSO conference, RSC would be required to pay the cost of the flight to attend the conference, while ERSO pays for accommodations and meals. Overall it was agreed that, the 2018 conference was beneficial for RSC as an organization. The cost of the flight was roughly \$1000 in 2018.

Motion: To send an RSC Representative to the 2019 ERSO Conference March 2 – March 4, 2019 in Mechelen, Belgium.
Moved by: Mary Kish
Seconded by: Sam Ashley
Carried.

15. RSC and Kanga Rope

Previously Kanga Ropes created RSC ropes that included the RSC logo. The current stock remaining is 151 9ft ropes and 80 8ft ropes. The approximate cost of the ropes was \$4 (9ft) and \$3 (8ft). It was discussed to either purchase the ropes from Kanga Ropes or encourage individuals to purchase from Kanga ropes. RSC will ask Kanga Ropes to keep the ropes until October 11, 2018 and RSC will advertise the opportunity to purchase the ropes.

TASK: RSC to advertise on social media to purchase ropes through Kanga Ropes.

TASK: Sam to communicate to Kanga Ropes to keep the remaining ropes until October 11, 2018 and then RSC will revisit purchasing the ropes.



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16. New Business

17. Coast to Coast

British Columbia – Peach Fest just occurred in Penticton. Skipping Sensations just hosted summer camp and had 19 athletes attend. Fall camp will be hosted in BC in early November. The Jump Rope BC website is now up and running.

Alberta –

The Nationals Coordinator paid position will be ending at the end of summer, however Autumn will remain the point of contact for the 2019 Nationals, unless otherwise directed by RSA. RSA will be hosting the 2nd Annual Skipping Summit October 19 – 21, 2018. During the Skipping Summit, RSA will be offering NCCP modules through the Alberta Sport Connection for coaches who have not yet taken the modules. Clubs within the province continue to perform in demos.

Ontario – ORSO workshop will be held in early November. ORSO is looking to bring in outside instructors including individuals from Canada and the United States. Sarah indicated that the first draft of the research manuscript has been written for potential publication. The survey regarding reasons for retirement from Rope Skipping received 77 responses with valuable information. The ORSO board is excited to have members from each club on the ORSO Board of Directors.

Nova Scotia – Nova Scotia has done small workshops throughout the summer. Planning a Skipping Day in Canada event for October 11, 2018.

TASK: PSO Representatives to send Erin the contact for the President of each PSO.

18. Old Business

18.1 Email Motions

Date: July 30, 2018

Motion: To extend the deadline for coaches to submit their proof of Minimum Coaching Requirements for the NCCP Coach Initiation in Sport and Making Ethical Decisions modules to October 31, 2018.

Moved by: Sarah Dobrowolski

Seconded by: Mary Kish

Carried.

18.2 Tasks from Previous Board Meetings

July 2018 Board Meeting

TASK: Erin to confirm with Russ that he is able to continue issuing insurance certificates for the 2018-2019 season. – **COMPLETED**

TASK: Erin to update the membership registration to allow up to 8 coaches to submit proof of certification. – **COMPLETED**

TASK: Erin to send communication to membership regarding registration being open for the 2018-2019 season. – **COMPLETED**



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TASK: Sam to communicate to Ellory that the Class Marker Professional Version 1 program has been approved for purchase and that she is able to move forward with developing the program for review by the Board of Directors. – **COMPLETED**

TASK: All board members have been asked to review the new call outs and provide any feedback at the August Board of Director meeting. – **COMPLETED**

TASK: Erin to develop IJRU Task Group Terms of Reference to present to the Board of Directors at the August Board Meeting. – **COMPLETED**

TASK: Erin to develop Rules Task Group Terms of Reference to present to the Board of Directors at the August Board Meeting. – **COMPLETED**

TASK: Mary to send the criteria that ORSO uses for their Coach Achievement Award to the RSC Board of Directors for review at the August Board of Directors meeting. – **COMPLETED**

TASK: Amy to communicate with Bonnie that payment may be made to Che and to provide Bonnie with Che's mailing address. – **COMPLETED**

TASK: Sam to work with Deirdre on the MOU with respect to Nationals hosting guidelines. – **IN PROGRESS**

TASK: Erin to draft letter of support for Rope Skipping Alberta for grant application for the hosting of the 2019 National Championships.

TASK: Amy to send budget information from past National Championships to RSA. – **COMPLETED**

February 2018 Board Meeting

TASK: Sarah to speak with the injury lawyer regarding the online collection of the waivers. – **COMPLETED**

January 2018 Board Meeting

TASK: All Board members to review the Recreational Instructor Training Proposal and provide feedback at the February meeting. – **IN PROGRESS (to be reviewed once RSC has developed NCCP model)**

TASK: Mary to request to see the full content of the Recreational Instructor Training program for the Board to review. – **IN PROGRESS (to be reviewed once RSC has developed NCCP model)**

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**

19. Next Meeting

September 9, 2018 @ 8:00pm (AST)

20. Adjournment

Motion to adjourn the meeting at 11:09pm (AST).