

RSC Board Meeting Minutes
December 9, 2018
8:00pm (AST)
Meeting via Skype

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

Recorder: Erin Gillespie

1. Welcome and Call to Order

The Chair welcomed the Board to the meeting. The meeting was called to order at 8:02pm (AST).

2. Approval of November 18, 2018 Meeting Minutes

Motion: To approve the November 18, 2018 Meeting Minutes as presented.
Moved by: Sarah Dobrowolski
Seconded by: Emily Whitman
Carried.

3. Approval of the Agenda

Motion: To approve the December 9, 2018 Meeting Agenda as amended.
Moved by: Mary Kish
Seconded by: Sarah Dobrowolski
Carried.

4. Treasurer's Report

The financial statement as of November 30, 2018 was reviewed. There were no questions with respect to the financial report that was presented.

Attachment: Financial Statement as of November 30, 2018.

5. Online Judges Training/Testing Update

There are no updates on this item at this time as the RSC Rules Task Group continues to review the judging guidelines and have not submitted further recommendations to the Board of Directors.

6. 2018 – 2019 Member Registration Update

As of December 9, 2018 RSC, has received the following registrations:



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- Full Memberships = 552
- Recreational Memberships = 377
- Associate Memberships = 353
- Total = 1282

Of the 1282 total memberships, 93 individuals have been registered as coaches. A number of coaches/teams are currently not in compliance with the RSC Minimum Coaching Requirements that were implemented as of September 1, 2018.

Currently there are:

- Total Coaches Registered = 93
- Coaches Missing Criminal Record Check = 17
- Total Clubs Registered = 26
- Clubs Not Meeting Minimum Coaching Requirements = 11

All clubs not meeting the minimum requirements have been notified via email of the requirements and the missing components of their registration. They have been notified that, they must submit all required documents in order for coaches to be eligible to attend RSC sanctioned events beginning January 1, 2019.

7. 2019 Nationals Update

The National Tournament Committee provided a report regarding the planning progression for the 2019 National Championships.

The National Tournament Committee members are: Deirdre DeGagne(Chair), Mary Kish (results), Kerry Baird (Judging), Jackie Lega (Tournament Director), Autumn Nesdoly (Host Liaison), Craig VanHerk (Advisory).

The NTC held a meeting in November and discussed the overview of nationals. A short-term plan was developed regarding the following items:

1. Create a slide show or document that gives teams the necessary information to make a decision regarding attending Nationals (location, accommodation, food, travel, dates etc)
2. Create a survey to determine potential attendance at nationals, as well as other pertinent information
3. Send the survey and the information out in December so teams have the information they need to respond to the survey

Progress on the task items identified by the NTC include:

- Autumn is compiling all pertinent information and will send to Deirdre (Autumn is still waiting for outstanding information)
- Deirdre has the survey ready to send and is waiting for final details from Autumn
- NTC aims to have the information compiled and survey sent before December 31, 2018

Questions that have been brought forward for the Board to consider and make decisions on include:

- **Status of medals:**
 - The NTC has indicated that there are remaining medals from previous seasons and that only a small number will be required to be ordered
 - The NTC has inquired as to the status of the medals and if the RSC Board intends to



change the design of the medals, as this will impact how many medals are ordered for the 2019 National Championships

- It was agreed that the NTC should order exactly what is required for the 2019 National Championships and then a redesign of the medals can be completed for the 2020 National Championships.

- **Livestream:**

- Currently there is no inventory list of the equipment that was previously purchased for livestreaming
- The NTC has requested a completed inventory list and a complete list of requirements for livestreaming including internet access and personnel required.

TASK: Sam to provide the complete inventory list of livestreaming equipment and exact livestreaming requirements to the NTC

- **Camp:**

- The NTC would like to include any athlete camp information in the Nationals information package
- It was suggested by the NTC to inform senior athletes who may be invited to instruct at the camp as soon as possible, to ensure they are provided with enough time to book travel accordingly
- The NTC requires the following information related to the Nationals athlete camp:
 - Who is the point of contact/lead on organizing the camp?
 - Previously Kaitlin Simpson and Olivia Bruce were the point of contact for this. The Board agreed to have the NTC contact Kaitlin and Olivia to determine their interest in continuing as the lead facilitators for the camp
 - Who will be funding the costs of the camp
 - Historically the cost of the camp has been included in the Nationals registration fee.

Amy Cornett joined 8:30pm (AST).

- **Social:**

- In previous years, when registration fees were submitted directly to the host province, it was the responsibility of the host province to plan and fund the social
- Now that the registration fees are submitted directly to RSC the host province has inquired if RSC will be funding the athlete social for the 2019 National Championships
- Should the NTC include the athlete social in the 2019 Nationals budget or should athletes pay an additional fee to attend the social?
- The Board of Directors agreed that the National Championships registration fees should fund the social. The amount budgeted for the social can be at the discretion of the NTC. The RSC Board of Directors would highly recommend pre-registration and a nominal fee be associated with the social to ensure accurate numbers to help with planning.

TASK: Erin to communicate direction and decisions on the questions from the NTC back to the NTC Chair for further action. Erin to ask the NTC for a draft budget for the January 2019 Board meeting. –



COMPLETED

7.1 2020 IJRU World Championships Qualifying

Based on information from the Rules Task Group, it is apparent that RSC will not be able to implement a qualifying structure for the 2020 IJRU World Championships until full details are released from IJRU.

8. RSC Insurance Policy

As per the email motion that was passed on December 2, 2019, RSC has renewed the organizations insurance policy with Central Agencies Ltd. The insurance renewal will extend from January 1, 2019 – August 31, 2019. Clubs requiring additional certificates of insurance may now submit requests. A reminder to inform clubs that, RSC requires a two week turn around period to process certificate of insurance requests, especially as the holiday season approaches.

TASK: Erin to communicate with Deirdre the notification that occurs with the RSC Sanction Form. Once it is finalized, Erin to communicate with Bonnie to determine if she has the capacity to communicate with clubs as Sanction forms are submitted. – **COMPLETED**

9. New Business

9.1 National Judging Coordinator

The National Judging Coordinator, Kerry Baird, has informed the NTC and Board that she must reduce the scope of her role moving into the 2019 National Championships. Kerry has indicated that she can continue to coordinate the judges at the national championships and continue to liaise with the tournament registrar/results officials to establish the master schedule and timing budget as it relates to the championships, but no additional duties related to National Judging Coordinating. It was agreed that this will meet the needs of the organization, as RSC awaits the implementation of the new judging system related to IJRU.

TASK: Erin to include information on volunteer positions available within RSC in the winter RSC newsletter.

9.2 IJRU Task Group Recommendations

The IJRU Task Group met on December 2, 2018 and has provided recommendations to the Board of Directors for review. The Board of Directors will review the recommendations from the IJRU Task Group and discuss in detail at the January 2019 Board meeting.

TASK: Sam to create the survey related to the inclusion of triple unders in the overall event for the IJRU rulebook. – **COMPLETE**

10. Coast to Coast

British Columbia – BC Fall Camp occurred in November 2018. Facilitators came from various regions. Attendance with respect to teams was slightly lower than previously, however the total number of athletes was similar. Abbotsford Ropeworks senior athletes attended a competition in Ohio in November 2018.

Alberta – Clubs continue to participate in Demos across Southern Alberta. CBC approached Calgary Skip Squad for a segment related to skipping. Clubs continue to try to increase membership. Sport Calgary has allowed Calgary clubs to participate in promotional events throughout the city. RSA hosted



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an Alberta records week in November 2018 which was a great success.

Ontario – Ontario Open will be the first weekend in February 2019. Provincial Championships will occur the final weekend in March 2019. Clubs continue with Jump Rope for Heart Demos across the province.

Nova Scotia – Regular club activities continue.

11. Old Business

11.1 Email Motions

Date: December 2, 2018

Motion: To approve the RSC insurance renewal for the period January 1, 2019 to August 31, 2019 with Llyods (Central Agencies Ltd) at a cost of \$3,194,00.

Moved by: Sarah Dobrowolski

Seconded by: Sam Ashley

Carried.

11.2 Tasks from Previous Board Meetings

November 18, 2018 Board Meeting

TASK: Erin to email all PSO President's providing information on coaching requirements and the credentials required for coaches on the floor at all sanctioned RSC competitions effective January 1, 2019. – **COMPLETE**

TASK: Erin to include the information on coaching requirements and the credentials required for coaches on the floor at all sanctioned RSC competitions effective January 1, 2019 in the Fall RSC Newsletter. – **COMPLETE**

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

TASK: To convert the RSC Nationals Hosting Guidelines V1.0 to PDF and post on the website for the general memberships use. – **NOT YET STARTED**

TASK: Erin to sign the MOU on behalf of RSC and send to Rope Skipping Alberta for approval and designated signatures. – **COMPLETE**

TASK: Erin to add to the newsletter the required information regarding obtaining new insurance certificates for January 1, 2019. – **COMPLETE**

TASK: Sarah to communicate the proposals to the injury lawyers and provide feedback to the Board by December 1, 2018. The Board will then decide and make a final decision via email motion. – **COMPLETED**

TASK: To add the Nationals Coach Achievement Award Criteria and Application to the RSC website and Fall newsletter. – **COMPLETE**



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TASK: To add the RSC Post-Secondary Scholarship Criteria and Application to the RSC website and Fall newsletter. – **COMPLETE**

September 30, 2018 Board Meeting

TASK: Erin to communicate with the insurance provider regarding impending renewal. – **COMPLETED**

August 2018 Board Meeting

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

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

12. Next Meeting

January 13, 2019 @ 8:00pm (AST).

13. Adjournment

Motion to adjourn the meeting at 9:55pm (AST).