



RSC Board Meeting Minutes
January 26, 2020
8:00pm (ADT)
Meeting via Skype

In Attendance: Erin Tresoor, Chair
Sam Ashley
Mary Kish
Emily Whitman
Cameron Short
Sarah Miles

Regrets: Sarah Dobrowolski
Jana Hamilton

Recorder: Erin Tresoor

1. Welcome and Call to Order

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

2. Approval of December 1, 2019 Meeting Minutes

Motion: To approve the December 1, 2019 Meeting Minutes as presented.

Moved by: Sam Ashley

Seconded by: Emily Whitman

Carried.

3. Approval of January 12, 2020 Meeting Minutes

This item was tabled until the February Board meeting.

4. Approval of the Agenda

The following items were added to the agenda:

11.1 2020-2021 IJRU Membership Renewal

11.2 RSC World Championship Team Canada Contract

Motion: To approve the January 26, 2020 Meeting Agenda as amended.

Moved by: Mary Kish

Seconded by: Sam Ashley

Carried.

5. 2019-2020 RSC Membership Registration Update

The RSC Registrar is currently in the process of creating an up to date 2019-2020 Membership report



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and will submit for review at the February 2020 Board meeting.

The Board discussed the challenges that have occurred with the RSC registration process and the number of volunteer hours the administration of this processes takes. The Board discussed methods for changing the process to make it clearer to clubs registering. The Board discussed the option of creating a job description for the General Manager that includes the registration program, the distribution of insurance certificates and processing of fees.

TASK: Erin to create the RSC General Manager Terms of Reference for the Board to review at the February Board meeting.

6. Treasurers Report

6.1 Financial Changes Update

The Treasurer now has online access to the RSC financial accounts and is able to review all financial transactions.

6.1.3 Accounting Software Purchasing

The Treasurer has reviewed different online accounting packages for RSC to purchase and has recommended the purchase of the QuickBooks software. The cost of the QuickBooks software plan best suited for the organization cost \$35/month.

Another alternative to QuickBooks is the Wave Accounting software, which is a newer Canadian Based program that is free of charge but that collects a percentage off each invoice paid through the program. The fees collected through the program are:

- Credit Cards = 2.9% + \$.30
- Bank EFT = 1%
 - The 1% EFT only applies to invoices that are sent. If payments are received separate from an invoice there is no fee associated
- Every club would be set up with an account and contact information and through the system RSC would be able to track registration and invoices sent. The system would then also track the invoices sent and send reminder emails when invoices are not paid on time

The Wave Accounting system will be able to connect with the Credit Union that RSC currently uses.

Motion: To approve the purchase of the Wave Accounting software, with fees determined by the package purchased.

Moved by: Sarah Miles

Seconded by: Sam Ashley

Carried.

TASK: Emily to move forward with setting up the Wave Accounting Software with the goal of having the ability to produce invoices by the 2020 RSC National Championships.

6.2 Tablet Contract Review



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The Board reviewed the updated RSC Nationals Table Agreement. As ORSO has still yet to review the agreement in full (their next Board meeting is February 12, 2020) the Board agreed to wait to approve the contract until the February 2020 Board meeting.

7. 2020 National Championships

The NTC is currently working on securing Hosting Grants for the 2020 National Championships. The Chair forwarded the new NTC Terms of Reference to the Chair of the NTC for use as they move forward with their planning. No additional items were reported from the NTC at this time. The next NTC meeting will be February 8, 2020.

8. IJRU Update

8.1 Changes to RSC Competition Manual

The Board received the following items for feedback on the draft RSC Competition Manual that was posted to the RSC website:

- U11 Years Double Dutch Freestyle Relay:
 - The time limit posted in the draft Competition Manual 75 seconds but is listed as 60 seconds in the RSC Worlds Qualification Policy.
 - The Board agreed that given this has been posted for quite some time it is too late to change the timing now and it will remain at 75s as there is no minimum time limit
 - It was noted that it may be beneficial for the athletes in this age category as well as they could use additional time to complete required elements
- 4.2.3 – Timing and False Starts
 - This section was from the previous RSC Competition Manual and outlined how false starts are judged
 - The Board agreed to conform to the IJRU Judging standard and remove this section from the Competition Manual
- 4.5.3 – Music
 - This section was from a previous RSC Competition Manual and outline how athletes are to signify their wrong music
 - The Board agreed to conform to the IJRU Judging standard and remove this section from the Competition Manual
- 11 – Show Freestyle
 - This outlined the previous judging criteria for Show Freestyle. The Board agreed that this section should read: See IJRU Judging Manual for details as the judging and competition criteria for this event are outlined in the IJRU Manuals.

Sam received a request from a coach in Alberta regarding the Zero Tolerance Words list with an example of a song and word. The song presented is called the Other Side by Zac Efron. The word in question is “damn”. The Board agreed that this song is permissible for use at RSC Sanctioned events.

TASK: Sam to update the RSC Competition Manual and send to Erin for reposting on the website.

8.2 RSC Judging Manual

No additional changes or questions were brought forward since the posting of the draft RSC Judging Manual.



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8.3 2020 World Championships Update

There have been no updates provided by IJRU on the 2020 IJRU World Championships. RSC has created an IJRU World Championship survey and sent to all club contacts to express intent to attend the IJRU World Championships, Junior World Championships and International Open Tournament. The intent of the survey is to gain a better understanding of how many RSC athletes intend to attend these competitions if they successfully qualify. This will provide the RSC Board of Directors with additional information to aide in the registration process and help determine how many packages should be purchased ahead of the National Championships. The deadline for clubs to complete the survey is February 15, 2020.

8.4 RSC Worlds Qualification Policy Update

The Chair continues to work on updating the RSC Worlds Qualification Policy and will provide to the Board of Directors for review by February 2020.

8.5 IJRU Results System

IJRU has confirmed that an MOU for the use of the IJRU Results system is being created but is not yet ready for distribution. Via email, IJRU confirmed that for upcoming RSC events, the system will be able to be used at no cost to RSC. The Chair has confirmed with IJRU the following individuals are to have access to the system on behalf of RSC:

- Deirdre DeGagne – NTC Chair and Lead RSC Representative for Results
- Mary Kish – Ontario/NTC
- Nicola Eleniak – Alberta/NTC
- Kerry Baird – BC/NTC
- Sam Ashley - NS

Nicola and Mary had a meeting with Andrej from IJRU where they were able to obtain access to the IJRU Results program, which will be used for the upcoming Alberta Masters Competition on February 1, 2020.

8.6 World Championship's Team Manager/Head of Delegation Expressions of Interest

The Board reviewed the World Championship's Team Manager/Head of Delegation Expressions of Interest

Motion: To approve the World Championship's Team Manager/Head of Delegation Expressions of Interest as presented.

Moved by: Sam Ashley

Seconded by: Emily Whitman

Carried.

TASK: Erin to post the World Championship's Team Manager/Head of Delegation Expressions on the website and send to all club contacts.

8.7 Team Canada Registration and Payment of Fees

The Treasurer will continue to investigate the best method for accepting registration fees for the World Championship registration. The Chair will have a draft of the World Championship registration form by the March Board meeting.

9. RSC Provincial Promotion



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This item was tabled until a later Board meeting.

10. Coast to Coast

British Columbia – Group of All-Star Jumpers are going to Alaska in February to work with a team there. BC Records day is upcoming in February 2020. Provincial will be hosted at the end of April 2020.

Alberta – Upcoming Masters Competition on February 1, 2020.

Ontario – Ontario Open will be held the last weekend of February 2020. ORSO is currently working with IJRU on confirming use of Results System. Judging Training has occurred.

Nova Scotia – RSANS is working on Judging Training and preparing for Provincial Championships at the beginning of March 2020. Live Online training will be held on February 1 & 2 and February 8 & 9.

11. New Business

11.1 2020-2021 IJRU Membership Renewal

RSC has received the 2020-2021 IJRU Membership Renewal form which must be completed and submitted by March 31, 2020. At this time, RSC continues to meet the requirements for Provisional Membership, making the membership fee \$150 USD. In order to participate in upcoming IJRU Competitions including the IJRU World Championships, RSC must renew their IJRU Membership.

Motion: To approve the payment of the IJRU 2020-2021 Membership Renewal at a cost of \$150 USD.

Moved by: Sam Ashley

Seconded by: Mary Kish

Carried.

TASK: Erin to complete IJRU Membership Renewal Form and have Bonnie remit payment to IJRU.

11.2 RSC World Championship Team Canada Contract

Based on the number of potential athletes attending the upcoming international competitions including the IJRU World Championships, Junior World Championships and International Open Tournament the Board discussed creating an RSC Team Canada Policy/Contract for athletes to sign. Jump Rope BC provided a draft version of their Team BC contract to help begin the process. The Board also discussed the potential for requesting volunteers to attend the competition as chaperones. It has historically been the club's responsibility to provide their own chaperones and manage their own athletes. It is only with respect to Rope Skipping activities that the RSC Team Manager would be involved in the process. RSC is awaiting the IJRU policy regarding the required number of judges per country which will also help ensure chaperones are present.

12. Old Business

12.1 Tasks from Previous Board Meetings

January 12, 2020 Board Meeting

TASK: Emily to present further information on QuickBooks at the next Board meeting. – **COMPLETED**



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TASK: Erin to update the RSC National Championships Tablet Memorandum of Understanding with the changes provided by each PSO and the Board. – **COMPLETED**

TASK: Emily to inform the NTC that they are approved to proceed with ordering new medals. – **COMPLETED**

TASK: Erin to post the NTC ToR on the website and send to the NTC Chair. – **COMPLETED**

TASK: Erin to post the RSC Competition Appeals form on the RSC website. – **COMPLETED**

TASK: Erin to post the Draft RSC Competition Manual to the website. – **COMPLETED**

TASK: Erin to post the Draft RSC Judging Manual to the website. – **COMPLETED**

TASK: Erin to update the RSC Judging Manual to reflect the required number of judges and to reflect specific restrictions on coaches in a judge's role. – **COMPLETED**

TASK: Erin to update the RSC Worlds Qualification Policy and send to the Board for reviewed at the February Board meeting. – **IN PROGRESS**

TASK: Erin to communicate with Deirdre the approval to continue working with the IJRU Results System and to confirm a timeline for implementation with IJRU. – **COMPLETED**

TASK: Erin to begin creating World's registration form to be reviewed by the Board at the March Board meeting. – **NOT YET STARTED**

TASK: Erin to send out the World's Expression of interest to all clubs. – **COMPELTED**

TASK: Emily to investigate the use of square or PayPal to accept Worlds Registration fees. – **IN PROGRESS**

April 14, 2019 Board Meeting

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

13. Next Meeting

February 23, 2020 @ 8:00pm (AST).

14. Adjournment

Motion to adjourn the meeting at 9:20pm (AST).