

RSC Board Meeting Minutes
July 11, 2018
8:00pm (AST)
Meeting via Skype

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

Regrets: Emily Whitman

Recorder: Erin Gillespie

1. Welcome and Call to Order

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

2. Approval of April Meeting Minutes

Motion: To approve the April 15, 2018 Meeting Minutes as amended.

Moved by: Mary Kish

Seconded by: Sarah Dobrowolski

Carried.

Abstention: Sarah Miles and Cameron Short (we not Board members at the time)

3. Approval of the May Meeting Minutes

Motion: To approve the May 27, 2018 Meeting Minutes as presented.

Moved by: Amy Cornett

Seconded by: Mary Kish

Carried.

4. Approval of the June Meeting Minutes

As quorum was not present, the June 16, 2018 meeting minutes were approved as meeting notes.

5. Approval of the Agenda

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

Moved by: Mary Kish

Seconded by: Sarah Miles

Carried.



6. Appointment of Executive Officers

The roles of each of the Executive Officer positions were reviewed.

Motion: To appoint the following individuals into the following Executive Officer positions for the term of 2018 – 2020:

Chair – Erin Gillespie

Vice Chair – Sam Ashley

Secretary – Vacant

Treasurer – Amy Cornett

Registrar – Sarah Miles/Erin Gillespie

Moved by: Sam Ashley

Seconded by: Mary Kish

Carried.

Russ Paton had informed the Board of Directors that he would remain as the contact for insurance certificates for RSC clubs, if needed. To ensure Board involvement, all requests for insurance certificates, should be sent to the RSC Board of Directors. Once memberships are confirmed the Board will forward all requests to Russ.

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

7. Financial Report

The monthly financial statements were not received in time for the RSC board meeting, as such the financial statements will be reviewed at the next meeting.

8. 2018 – 2019 Member Registration

The information regarding the membership registration for 2018-2019 was reviewed. It was noted that some clubs have more than 4 individuals listed as coaches. The question was raised regarding which individuals qualify as coaches. The Board agreed that any individual working one on one or with a group of athletes would be considered a coach. The registration form will need to include up to 8 coaches. Once the registration form is updated to include up to 8 coaches, communication will be sent to all previous members and clubs indicating that registration is open for the 2018-2019 season via email and social media.

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

TASK: Erin to send communication to membership regarding registration being open for the 2018-2019 season (must be complete by July 31, 2018).

9. RSC Newsletter – Constant Contact

The RSC Board of Directors has previously discussed the use of a communication platform to enhance electronic communication with the membership. This communication platform would be used to send quarterly newsletters to members, as well as for important information (ex. opening of registration etc.). Erin has been in contact with Constant Contact and the quote that was provided for up to 2500 contacts was \$294 per year plus applicable taxes.



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Motion: To approve payment of \$294 plus applicable taxes for the use of Constant Contact as the communication platform for the 2018-2019 season.

Moved by: Sam Ashley

Seconded by: Sarah Miles

Carried.

10. Online Judges Training

The online judges training proposal that was submitted by Ellory Bruce was discussed. The question was raised of who would be responsible for setting up the online training program. It was noted that Ellory would be responsible for developing the content of the online training program for review and approval by the Board of Directors. Once completed, each Provincial Officials Coordinator would be responsible for implementing the program training and certification in their own provinces. The cost associated with the program is \$198.00 plus applicable taxes for the Class Marker professional version 1. Kerri and Ellory (Officials Committee) would be responsible for monitoring individuals who have taken the training and validating which individuals have been certified through the program and are thus eligible to officiate at the National Championships.

Motion: To approve purchasing Class Marker Professional Version 1 at a cost of \$198.00 plus applicable taxes to develop an online judges training and certification program to be piloted in the 2018-2019 season.

Moved by: Sam Ashley

Seconded by: Mary Kish

Carried.

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.

11. Event Call Outs

The new event call outs that were created are consistent with what FISAC currently uses, in that switches are marked by a beep rather than a voice call out. The new call outs will have a beep that signifies go, switch, and end. The call outs will be reviewed at the August Board meeting for final approval and implementation in the 2018-2019 season.

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

12. New Business

12.1 2019 Nationals Registration Fees

Due to rising hosting costs, the tournament committee has suggested to the Board of Directors to increase the Nationals Registration fees by \$10 compared to the 2018 Nationals registration fees.

Motion: To increase the Nationals registration fees to \$120 for the 2019 Rope Skipping Canada National Championships.

Moved by: Amy Cornett

Seconded by: Mary Kish



Carried.

12.2 Honarium for Scoring Program Developer

Dave Spong has done an exceptional job at recreating the Rope Skipping Canada Scoring program. Due to the amount of work that has gone in to this process and the time it has taken to develop and then make modifications to the new program, Mary (who worked with Dave on the new system) has suggested an honorarium of \$1500 for his work on the program. The modifications on the scoring program has taken approximately 3 years.

Motion: To approve an honorarium of \$1500 to Dave Spong for the development of the new scoring program.

Moved by: Sam Ashley

Seconded by: Amy Cornett

Carried.

12.3 AGM Follow Up

The Board of Directors reviewed the Town Hall meeting minutes from the 2018 Annual General Meeting. The Board of Directors also received communication from Carly Simpson (member from Ontario) regarding additional items of concern following the town hall meeting

Items of high importance included:

1. **IJRU Task Group** – this group would be formed to compile information from a Rope Skipping Canada perspective and develop opinions for the Canadian Rope Skipping community to provide feedback to the Rope Skipping Canada Board of Directors for communication back to IJRU. Once the terms of reference have been developed and approved the task group would be formed with individuals who have experience at both the FISAC and WJR level.

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

2. **Rules Task Group** – the reenactment of the rules committee would help RSC ensure rules were examined and followed at competitions. This committee would also be able to review new IJRU rules and develop recommendations for RSC associated with all levels of competition. For the 2018-2019 season the major function of the Rules Task Group should be to review major rule ambiguities in the current RSC Rulebook. Moving forward, the task group would be responsible for reviewing the new IJRU rules and ensuring at higher levels of competition Canada is following IJRU rules. Additionally, this task group would be responsible for reviewing the IJRU rules and then providing recommendations on how to align the RSC rulebook with IJRU and LTAD at lower levels of competition.

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

12.4 Nationals Coach Achievement Award

The suggestion was made that Rope Skipping Canada present a Coaching Achievement Award annually at the Rope Skipping Canada National Championships. ORSO currently presents a Coach Achievement Award on an annual basis. For RSC to present this award, criteria and a



nomination process needs to be developed and approved. The RSC Board of Directors would like to create the nomination process and criteria to implement this award at the 2019 National Championships.

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.

12.5 Come Try Skipping Events

Previously, the RSC Board of Directors asked Che Borden to develop artwork, including logos for the Come Try Skipping Events.

Motion: To approve payment of \$100 to Che Borden for the development of the graphics for the Come Try Skipping Events.
Moved by: Sam Ashley
Seconded by: Sarah Dobrowolski
Carried.

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

13. Coast to Coast

British Columbia – Abbotsford Skipping Senstations performed very well at the 2019 WJR Championships.

Alberta – Rope Skipping Alberta is eager to apply for grants to support the hosting of the 2019 Rope Skipping Canada National Championships. Although this competition is ineligible for the CIP Major Cultural and Sport Events Grant (up to \$250,000) as Rope Skipping is not a part of a national or international multi-sport event, it may be eligible for the smaller Event Support Program Grant (up to \$10,000) through Alberta Sport Connection. In order to be eligible for this grant, there must be representation from at least seven provinces. Rope Skipping Alberta must submit the grant application by October 1, and will require a letter of support from Rope Skipping Canada, and must submit a budget. Rope Skipping Alberta has hired a National Championships Coordinator through a Canada Summer Jobs Grant. RSA requested the following information from RSC relating to the 2019 National Championships:

- Venue cost/agreement as negotiated between Rope Skipping Canada and the venue
- Costs associated with the hosting of Nationals to be included in the budget, including:
 - Awards
 - Office supplies
 - Printing
 - Commemorative materials (i.e. competition t-shirts, etc.)
 - Budget for anniversary celebration
 - Expectations for any social events
 - Projected number of competition officials, along with acceptable costs for food
 - Shipping of competition supplies

Other RSA activities include:



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- **July 6:** Rope Skipping Alberta had twenty athletes who performed in the Calgary Stampede Parade alongside the entry by Heart & Stroke. The parade has over 250,000 live spectators, and a television viewing audience of 2 million.
- **July 15:** Rope Skipping Alberta is hosting a teleconference/web meeting for Alberta clubs where the task group requirements will be presented by the National Championships Coordinator. Each task group has a defined terms of reference to provide clarity and direction. This is imperative as the venue not located within a community that has a registered club, so task clarity is critical with the decentralized organization of this event.
- Rope Skipping Alberta's Board has updated its business plan and operating budget, which includes a heightened emphasis on strengthening relationships with internal and external stakeholders.
- All of Rope Skipping Alberta's committee terms of reference were updated to include references to True Sport Principles, as well as to reflect the association's updated bylaws. All committees have been re-established for 2018-2019.
- Jodi Harrison and Myles Bogstie will be continuing as the Judging Coordinators for Alberta.

It was noted that an MOU must be created to outline who is responsible for the costs of each item associated with the hosting of the National Championships. One important item to include in the MOU is the distribution of funds collected through grants and how the funds may or may not be shared between the PSO and RSC.

TASK: Sam to work with Deirdre on the MOU with respect to hosting guidelines.

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.

Ontario – Clubs continue to participate in festivals and events performing demonstrations over the summer. There were 4 – 5 clubs that attend the 2019 WJR Championships. Many teams combined to form teams at the competition. Concerns were raised regarding the commentary at the 2019 WJR Championships, and specifically the lack of knowledge pertaining to international athletes, coaches and teams. It may be of interest moving forward to communicate with WJR that international audiences appreciate commentary that highlights the specialties of diverse cultures and approaches to Rope Skipping.

Nova Scotia – Participated in a Canada Day event and performed in front of a large crowd. Workshops and performances continue throughout the summer. Sport Nova Scotia Award Winners were presented at the end of May.

14. Old Business

14.1 Email Motions

Date: June 21, 2018

Motion: To approve Olds College as the host location for the 2019 Rope Skipping Canada National Championships.



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Moved by: Mary Kish
Seconded by: Amy Cornett
Carried.

14.2 Tasks from Previous Board Meetings

February 2018 Board Meeting

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

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**

15. Next Meeting

August 19 @ 8:00pm (AST)

16. Adjournment

Motion to adjourn the meeting at 10:16pm (AST).