



RSC Board Meeting Agenda
July 11, 2019
8:00pm (ADT)
Meeting via Skype

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

Regrets: Emily Whitman

Recorder: Jana Hamilton

1. Welcome and Call to Order

The Chair welcomed the Board to the meeting. The meeting was called to order at 8:03pm (ADT).

2. Approval of June 2, 2019 Meeting Minutes

Tabled until the next Board meeting to allow time for review.

3. Approval of the Agenda

The following items were added to the agenda:

9.1 Nationals Record

9.2 2020 IJRU World Championships

9.3 2019 China Open Application Procedure

Motion: To approve the July 11, 2019 Meeting Agenda as amended.

Moved by: Sam Ashley

Seconded by: Sarah Dobrowolski

Carried.

4. Insurance Update

The Insurance Broker has not yet sent the quote for the insurance renewal. When this is available it will be sent out electronically for review prior to approving the final renewal.

Jana Hamilton joined the call at 8:08pm (ADT).

5. 2019-2020 RSC Membership Registration

The Board reviewed the 2019-2020 RSC Membership registration form for both individual members and the new club/PSO membership application. The following items were addressed:

- Clubs will be required to submit proof of all coaching credentials for all coaches, even if the credentials were submitted in the 2018-2019 season
 - All coaching credentials for each coach should be combined and saved as one document as there is only one upload available for each coach
 - Teams with more than 5 coaches will be required to submit coaching credentials for all other coaches via email to secretary@ropeskippingcanada.com
- The 2019-2020 Membership excel membership file to be uploaded by clubs, allows clubs to put in the cost of memberships, to allow for proper identification of membership costs, as there were many issues with incorrect calculations during the 2018-2019 season
- Clubs will be restricted to uploading only those documents that are accepted by the application form:
 - Excel documents only for membership files
 - PDF's only for coaching credentials

Motion: To approve the 2019-2020 RSC Membership registration package as amended.
Moved by: Sarah Dobrowolski
Seconded by: Mary Kish
Carried.

TASK: Erin to add in the hyperlink to the RSC Membership file to the Google Sheet.

6. Treasurers Report

The June 2019 Financial Report was reviewed. It was noted that there were expenses and revenue posted in the June 2019 financial statement that were related to the 2019 National Championships. The Chair has requested confirmation from the RSC GM whether these items should be moved and accounted for in the Nationals account rather than the RSC general bank account.

The RSC website annual renewal was paid for at a cost of \$690.00 by Sam Ashley. The receipt for the payment and renewal has been submitted.

Motion: To approve the payment of \$690.00 (CAD) to Sam Ashley to reimburse the cost of the 2019-2021 RSC website renewal as amended.
Moved by: Mary Kish
Seconded by: Sarah Dobrowolski
Carried.

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

6.1 2017-2018 Financial Statements

Bonnie is in the process of sending all of the required documents to the two RSC members, Nicola Eleniak of Alberta and Leah Weeks of Ontario, who were selected as the internal auditors. Although it was originally presented that this process would be completed by July 31, 2019, it has become evident that this will not be possible due to the amount of administrative work required to complete the process. As such, the auditors and GM have been asked to complete the review as quickly as possible and will send their report to the Board as soon as it is finalized for review.

6.2 2019 Nationals Financial Update

The Board reviewed the 2019 National Championships expenses/budget. The following items were noted:

- Judges food: turned out to be expensive as the college would not allow bringing in food as done for previous competitions. Given that they provided a service, they charged for delivery, gratuity and staffing.
- Gym rental fee: They charge a full gym fee rental per day for having the bleachers out, which uses up the second of three gyms. In the contract, it lists RKC and FGH gyms in a single line with a cost per gym/8 hour day with extra for over time. It does not specify that this comprises 4 gyms and in the small print on the far side it says the cost is per gym. The NTC was under the impression it would be two or three gyms, not 4.
- The charge for commons, staff room and judges room are also lumped together, giving the impression that they are one area, but in fact are three. These are charged separately as opposed to one.

RSA has confirmed that a grant was received in the amount of \$20,000. The RSA treasurer has proposed the following breakdown of expenses:

Facility	\$20,357.44
Expenses	\$10,210.48
<u>Total</u>	<u>\$30,567.92</u>

Cameron Short joined the call at 8:23pm (ADT).

With the grant in the amount of \$20,138, this leaves \$10,429.92 payable to Rope Skipping Alberta, after paid expenses. Based on the MOU between RSA and RSC, there is also 20% payable to RSA from the grant itself, in amount of \$4,027.60. This results in a total owing to Rope Skipping Alberta in the amount of \$14,457.52.

Task: Erin to confirm RSA to pay facility fees and determine repayment after.

7. Nationals Records Criteria

The Board reviewed the Nationals Records Criteria and submission form. The following items were discussed:

- Video submissions for all national records.

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.

8. IJRU

The IJRU Task Group is currently working a proposal for transitioning the RSC Rulebook to the IJRU rules system. An update will be provided for discussion once complete.

8.1 RSC Competition Structure and Nationals Qualifying Structure

The RSC Competition and National Qualifying Structure were reviewed. It was agreed to wait for the IJRU Task Group to submit their recommendation to the Board and review at that time.

8.2 RSC Results System

On June 13, 2019 the Chair of Rope Skipping Canada (RSC) engaged in communication with Andrej Kyselica and Carly Simpson from the IJRU Technical Congress regarding the impending IJRU scoring system.

The following questions were addressed:

1. Does IJRU have an anticipated timeline for the launch of the new IJRU judging system?
 - The goal is to have the rules finalized and approved in July with the first judge training in July in Norway.
 - Goal is to have those individuals spread out to provide judge trainers as needed to each country.

2. Will IJRU have individuals available for NGB's access at national competitions? (for example - will you have a subject matter expert who Canada can pay to fly in to help with competitions and technical troubleshooting at national competitions)
 - There are two parts to the system the tablets held by the officials and the scoring system that adds up all of the scores.
 - There are individuals who will be made available to NGB's to access at competitions.
 - Specifically, individuals from the US could be able to come to Nationals to help with troubleshooting of technical issues.
 - Looking to create a certification and training program for the technical director as well as the judges.
 - IJRU is building its own membership and registration system which will feed into the scoring system, which will fill score sheets, live online scoring, etc (this is currently being used across the world for different organizations)
 - NGB's are not required to use this system, but it will be encouraged as it collects data on how judges are scoring as it keeps statistics on how well judges are judging and how consistent their scoring is (will give objective data on the level and capacity of a judge)
 - NGB's will be provided access to the judging data as requested - MOU between IJRU and RSC that will provide access to technology.
 - o Costs are still being determined but will be sustainable cost neutral
 - o Continuing Education Program for yearly/monthly training for judges
 - o Looking to have a certain level of maintenance each year for all judges to continue judging
 - o Goal is to have a way to test judges on their accuracy remotely

3. Will it be a requirement in the future for NGB's to only use the IJRU results platform?
 - Not a requirement but is the preferred method

4. What is the anticipated requirement for tablets - if those are to be used - will the results system operate with any tablet platform or is a specific brand required?
 - Currently the system is android only
 - They are creating an IOS version as well
 - Recommendation is to use android as they seem to have less problems
 - Lenovo Tablet - 8" screen, very good battery - around \$115 USD each
 - Currently the IJRU rulebook asks for a minimum of 9 judges per table with the recommended number being 14
 - The scoring system will automatically calculate scores so then less tables may be required
 - Only judges impacted may be miss judge and the head judge

It was noted that, since the 2020 IJRU World Championships will be hosted in Canada, RSC should consider allocating funds to help facilitate the training of additional judge trainers if the opportunity is made available. Once more details become available, the Board can review the financial viability and seek to have members apply for the opportunity.

9. New Business

9.1 Nationals Record

The Board discussed the Nationals Record video that was presented via email that had previously been discussed at the June 2, 2019 Board meeting. The following items were discussed:

- Sam Ashley communicated with the coach of the athlete in question. The coach of the athlete was not in agreement that the record was a false start.
- It was agreed that the record will stand.

9.2 2020 IJRU World Championships

As was previously communicated to the RSC Board of Directors, as arranged by Tourism Canada, the 2020 IJRU World Championships will be hosted in Ottawa, Ontario, Canada from July 5 - 14, 2020. The full details regarding the competition venue, host venue for accommodations and meals will be released in the coming months. It is anticipated that IJRU will be looking to RSC for support, but the exact details of the support required are still to be determined and will be communicated to the Board as soon as they are received from IJRU. As support from RSC was request following IJRU's decision to host in Ottawa, RSC has asked for a number of details to be confirmed and clearly outlined prior to RSC's provision of assistance.

Discussion was had that it may be in the best interest of RSC to ensure proper processes regarding medical liability are followed to ensure the safety of all athletes within the event. It may be in the best interest of the organization to provide as much support as possible to the event to help grow the sport in the country. It was noted that RSC does not have the financial means to contribute to the hosting of the event.

9.3 2019 China Open Application Procedure

At the 2019 World Championships IJRU announced that they will be supporting the 2019 China Open set to be hosted by the Chinese Rope Skipping Association (CRSA), which will take place in October 2019. The China Open will be open to participants from all IJRU member countries. The China Open has allocated 10 spots per country and all costs will be supported by CRSA, other than the travel costs to China. Given that the registration will be per country, an application process for teams/athletes from RSC needs to be determined.

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.

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

10. Coast to Coast

British Columbia - Not available.

Alberta - Alberta has been participating in various parades throughout the province, including the Calgary Stampede parade. RSA also received their first Casino which will be hosted in August 2019.

Ontario - Jump Dance Fit Academy is operating a 5-day workshop in mid-August. Avery Anshah will be attending as the workshop facilitator. ORSO members attended WJR in Norway in July and had positive results. Previous research study has been accepted for publication in the International Urogynecology Journal.

Nova Scotia - Demos/events continue throughout the summer.

11. In Camera

An In Camera session began at 9:48pm (ADT). End @ 10:10pm(ADT).

12. Old Business

11.1 Tasks from Previous Board Meetings

June 2, 2019 Board Meeting

TASK: Erin to communicate the increase D&O limit to the insurance company. - **COMPLETED**

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: All provincial representatives to communicate with each PSO regarding the importance of confirming all individuals attending competitions are registered members with RSC. - **COMPLETED**

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**

TASK: All Board members to review the document and submit feedback to Erin prior to the July 2019 Board meeting. - **COMPLETED**

TASK: Erin to communicate with IJRU regarding timelines for IJRU to provide judging system details and requirements for use by NSO's. - **COMPLETED**

TASK: Mary Kish to send the video of the 30s speed in question for review and a final decision to be made at the July 2019 Board meeting. - **COMPLETED**

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. - **IN PROGRESS**

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**

13. Next Meeting

TBD

14. Adjournment

Motion to adjourn 10:13pm (ADT).