

RSC Board Meeting Minutes
November 18, 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 October 28, 2018 Meeting Minutes

Motion: To approve the October 28, 2018 Meeting Minutes as presented.
Moved by: Sarah Dobrowolski
Seconded by: Emily Whitman
Carried.

3. Approval of the Agenda

Motion: To approve the November 18, 2018 Meeting Agenda as presented.
Moved by: Mary Kish
Seconded by: Sam Ashley
Carried.

4. Treasurer's Report

The RSC Financial Statements as of October 31, 2018 were reviewed. The Board reviewed the Audited Financial statements that were presented by the appointed auditor. It was noted that the 2017-2018 will be circulated to the general membership with the Annual General Meeting materials in April 2019.

Motion: To approve the 2017-2018 Audited Financial Statements as presented.
Moved by: Sam Ashley
Seconded by: Emily Whitman
Carried.

5. Online Judges Training/Testing Update



This item was tabled until the next Board meeting.

6. 2018 – 2019 Member Registration Update

As of November 18, 2018 RSC, has received the following registrations:

- Full Memberships = 545
- Recreational Memberships = 377
- Associate Memberships = 353
- Total = 1275
- Approximate Total Revenue = \$17,059 compared to \$12,500 budgeted

Of the 1275 total memberships, 88 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 = 88
- Coaches Missing Criminal Record Check = 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.

The participation of coaches at RSC Sanctioned events was discussed. It was agreed that, all coaches attending RSC sanctioned competitions, wishing to access the competition space, including warm-up space and competition floor, must meet the current RSC minimum coaching requirements. For the 2018-2019 the current RSC minimum coaching requirement, requires all coaches 18 years plus have a valid Criminal Record Check with Vulnerable Sector Check.

Motion: To require all coaches attending RSC sanctioned competitions to meet the RSC minimum coaching requirements and for competition organizers to verify coaching credentials for all coaches attending sanctioned competitions, beginning January 1, 2019.

Moved by: Sam Ashley

Seconded by: Mary Kish

Carried.

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**

7. 2019 Nationals Update/Hosting Guidelines/MOU

The National Tournament Committee had their first meeting to begin the formal planning process for the 2019 National Championships on November 9, 2018. The National Tournament Committee Terms of Reference was discussed. It was noted that the RSC Nationals Hosting Guidelines provides an overview of the roles and responsibilities of the National Tournament Committee but that a formal Terms of Reference does not currently exist.



TASK: Erin to create the RSC National Tournament Committee Terms of Reference.

The Board reviewed the draft version 1.0 of the RSC Nationals Hosting Guidelines. It was agreed that the RSC Nationals Hosting Guidelines document is a fluctuating document that will need continuous updating as new items present throughout the Nationals planning process. It was agreed that the Board would approve the current version 1.0 of the RSC Nationals Hosting Guidelines for publication to the general membership but that this document would be reviewed on a continuous basis.

Motion: To approve the RSC Nationals Hosting Guidelines version 1.0 as amended.
Moved by: Sarah Dobrowolski
Seconded by: Sam Ashley
Carried.

TASK: To convert the RSC Nationals Hosting Guidelines V1.0 to PDF and post on the website for the general memberships use.

The Board review the 2019 RSC National Memorandum of Understanding between RSC and Rope Skipping Alberta. The Board had no changes to the document. It was noted that Rope Skipping Alberta will still need to review this document and approve. Should Rope Skipping Alberta have additional changes, the RSC Board would consider the changes when presented.

Motion: To approve the 2019 National's Memorandum of Understanding as presented.
Moved by: Sarah Miles
Seconded by: Mary Kish
Carried.

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

Amy cornett joined at 8:20pm

7.1 2020 IJRU World Championships Qualifying

The RSC Board of Directors previously reviewed the qualifying structure for Canadian athletes to qualify for the FISAC World Championships. It was previously noted that, currently the RSC National Championships occur following the registration deadline for the FISAC World Championships on a yearly basis. This results in RSC needing to request a registration extension to allow athletes that qualify an opportunity to register for the event. RSC has been directed that, moving forward this concession on late registration will not be afforded for the IJRU World Championships.

The RSC Board had previously discussed the possibility of making the 2019 RSC National Championships the qualifying event for the 2020 IJRU World Championships. However, this was under the assumption that the IJRU Rulebook would be released in Fall of 2018. Given that the IJRU Rulebook is still yet to be released, it was agreed that, it would be unreasonable to expect clubs to make changes to routines and judges to be familiar with the IJRU Rulebook in time for the 2019 National Championships. As such, it was agreed that RSC will expect tight turn-around times for registration for the 2020 IJRU World Championships and if needed RSC would ask IJRU for a registration extension due to extenuating circumstances for the 2020 season.



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It was agreed that moving forward RSC can expect the registration deadline for the IJRU World Championships to be in early April annually. This will result in changes to the qualifying structure that RSC currently employs for all athletes qualifying for the World Championships. Two potential solutions were:

1. Have athletes qualify for the World Championships in May at the RSC National Championships in the year preceding the year of the World Championships they will attend (ex. athletes wishing to attend in 2021 would need to qualify at the 2020 RSC National Championships).
2. Change the date of the RSC National Championships to be consistent with that of the registration deadline for the World Championships (ex. earlier in April).

It was agreed to discuss this item at the January 2019 RSC Board meeting.

Sam Ashley and Emily Whitman left the call at 8:57pm

8. RSC Insurance Policy

RSC obtained two separate quotes for the RSC Insurance Renewal. The two quotes were obtained from Pearson Dunn Insurance Inc and the current RSC insurance provider Central Agencies Inc. Both quotes were reviewed by the Board of Directors. It was previously decided that, RSC would make the transition to have the insurance policy reflect the competition and membership year. As such, the two quotes for insurance would reflect a term of January 1, 2019 to August 31, 2019. At which point, the insurance policy would be renewed for a term of September 1 to August 31 annually.

The current Insurance provided has been very easy to work with and has a quick turn-around time. Central Agencies Inc has been very responsive to inquiries and provides answers to questions very quickly. It was noted that, the current insurance company only pays up to \$50 per physio treatment. It was discussed that; most insurance companies only pay a portion of service fees related to allied health professions. It was agreed that the provider that affords the most coverage for a catastrophic injury is important, because in the event something happens to an RSC member the Board would like to ensure that the member has all necessary coverage at their disposal.

It was agreed that Sarah D. would send the insurance quotes to the injury lawyers RSC has been working with to receive advice on which one may be superior. Given the tight turn-around time, the Board agreed that Sarah would provide information back to the Board no later than December 1, 2019, at which point the Board would conduct an email motion to come to a final decision.

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.

9. RSC Newsletter Update

The first version of the RSC Newsletter has been circulated to the Board for review. Pending the addition of specific items from the November Board meeting a final draft will be mailed to the Board to review. The newsletter will then be distributed by November 30, 2018 to the membership contacts that have been received for the 2018-2019 season.



10. Awards Committee

10.1 Nationals Coach Achievement Award Criteria/Application

The Nationals Coach Achievement Award Criteria and Application were reviewed. It was noted that the National Coach Achievement Award Criteria and Application should be added to website and communicated to the general membership in the fall newsletter.

Motion: To approve the Nationals Coach Achievement Award Criteria and Application as presented.

Moved by: Mary Kish

Seconded by: Amy Cornett

Carried.

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

10.2 RSC Post-Secondary Scholarship Criteria/Application

The RSC Post-Secondary Scholarship Criteria and Application was reviewed. It was noted that the RSC Post-Secondary Scholarship Criteria and Application should be added to website and communicated to the general membership in the fall newsletter.

Motion: To approve the RSC Post-Secondary Scholarship Criteria and Application as presented.

Moved by: Mary Kish

Seconded by: Amy Cornett

Carried.

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

11. New Business

12. Coast to Coast

British Columbia –

Alberta – Clubs in Alberta continue to participate in demos across the province. Clubs in Calgary will be participating in Christmas festivals in the coming weeks. RSA will be hosting a judge's workshop on November 24 – 25, 2018, in Leduc, AB. It was previously noted that RSC supported a youth athlete in the Edmonton area in her grant application to obtain funding to start a new Rope Skipping Club in Edmonton. This grant application was approved by the Young Edmonton Grant in the amount of \$3000.00. Further details regarding this application will be provided in future meetings.

Ontario – The ORSO skills workshop held on November 3 – 4, 2018 had 106 jumpers in attendance with 25 staff (7-8 from US). ORSO registrations continue to be received. Judges clinic occurred at the ORSO workshop. The speed clinic was conducted by Carly Simpson and Ellory Bruce conducted the creativity and difficulty clinic. Clinics were conducted very well. Ontario Open will be held the first weekend in Feb and provincials will be held the last weekend in March.

Nova Scotia – Jump Energy began near the end of Sept. Competitive programs are going well. Coaches have been travelling to Annapolis to provide support for the Annapolis team, which continues to grow.



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13. Old Business

13.1 Tasks from Previous Board Meetings

October 28, 2018 Board Meeting

TASK: Sarah to create a letter template to be used by individuals requiring a letter of confirmation from RSC for their Criminal Record Check. – **COMPLETED**

TASK: Erin to send MOU back to RSA to review, specifically with respect to the charging of admission at the National Championships. – **COMPLETED**

TASK: Erin to update the Nationals Coach Achievement Award Criteria Application to include the awards@ropeskippingcanada.com email. – **COMPLETED**

TASK: Erin to update the RSC Scholarship Application and Nationals Coach Achievement Award Application for the 2018-2019 season for review and approval at the November 2018 Board meeting. – **COMPLETED**

September 30, 2018 Board Meeting

TASK: Erin to communicate with the insurance provider regarding impending renewal. – **COMPLETED (Awaiting response with renewal quote)**

August 2018 Board Meeting

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

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

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)**

14. Next Meeting

December 9, 2018 @ 8:00pm (AST).

15. Adjournment

Motion to adjourn the meeting at 9:32pm (AST).