

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

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

Recorder: Erin Gillespie

1. Welcome and Call to Order

The Chair welcomed everyone to the meeting. The meeting was called to order at 8:05pm (AST).

2. Approval of August Meeting Minutes

Motion: To approve the August 19, 2018 Meeting Minutes as amended.
Moved by: Sam Ashley
Seconded by: Mary Kish
Carried.

3. Approval of the Agenda

Motion: To approve the September 9, 2018 Meeting Agenda as presented
Moved by: Amy Cornett
Seconded by: Sarah Miles
Carried.

4. Treasurer's Report

The Financial Statement, as of September 7, 2018 submitted by the Rope Skipping Canada General Manager was reviewed. The year-end financial statements are currently being audited by the appointed auditor and will be sent to the Board of Directors once completed.

Emily Whitman and Cameron Short joined the meeting at 8:25pm (AST).

Motion: To approve the September Financial Statements as of September 7, 2018 as presented.
Moved by: Sam Ashley
Seconded by: Emily Whitman
Carried.



Appendix A: RSC Financial Statement as of September 7, 2018.

5. 2018 – 2019 Member Registration Update

The number of registrations received were reviewed. As of September 7, 2018 RSC, has received the following registrations for the 2018 – 2019 season:

- 5 team registrations
- 1 independent registration
- Total of 146 registrations

It was noted that Erin has been in contact with all clubs that have submitted registrations not meeting the RSC Minimum Coaching requirements. Each club/coach with incomplete registration has been directed to send proof of minimum coaching requirements to Erin as soon as they are available. The question, regarding coach memberships and whether coaches must be full or associate members was discussed. It was decided that all coaches must be full members.

6. 2019 Nationals Update/Hosting Guidelines

This item was tabled until the next meeting. Erin will continue to work on edits with the Nationals Hosting Guidelines document and will send to the Board of Directors once completed. There has been no update from the Host Committee regarding the 2019 National Championships.

TASK: Erin to continue editing the Nationals Hosting Guidelines and send to the Board once completed.

7. RSC Waiver/Insurance Policy

The Board discussed the insurance renewal that was obtained. Sam will work with Russ to obtain a copy of the insurance renewal and the invoice for this renewal.

8. RSC Newsletter Update

The status of the creation of the RSC Constant Contact account was reviewed. It was noted that Erin is currently working with Constant Contact to confirm the cost of the membership. The RSC Board previously approved the cost of \$294 for the yearly membership of Constant Contact. However, when purchased the price with the US exchange rate was \$464.61. Erin is working with Constant Contact to attempt to reduce this cost and will report back to the Board once confirmed. The first RSC Newsletter is being developed and will be sent in October 2018. Board members are asked to send any items to be included in the October Newsletter no later than Thursday October 4, 2018. Pending the confirmed cost of Constant Contact, the newsletter may be delayed. It was noted that the newsletter should include a Coast to Coast section highlighting items that have happened and that are upcoming nationwide.

9. RSC Sanction Form

The use of the Sanction Form continues to be confusing to some members. It was agreed that the Board should create a FAQ document outlining when the Sanction Form needs to be submitted and when it does not. It was noted that activities in the community could be reported by Provincial Representatives in the provincial AGM report, to allow RSC to track the number of events occurring throughout the country on a yearly basis.

TASK: Erin to create the Sanction Form FAQ and send to the Board of Directors prior to the next Board meeting for review.



10. Online Judges Training/Testing Update

Ellory is currently working on developing questions to include in the testing program. Additionally, she is working on obtaining videos to include in the testing. Ellory will provide the items related to the training/testing program for the next RSC Board Meeting.

11. IJRU Task Group

The expressions of interest submitted for the IJRU Task Group were reviewed.

Motion: To appoint the following individuals to the IJRU Task Group for the 2018 – 2020 term:
Carly Simpson – Chair
Shannon Fox
Sam Ashley
Taylor Lanosky
Mary Kish – Board Liaison (ex-officio)

Moved by: Amy Cornett

Seconded by: Sarah Dobrowolski

Carried.

TASK: Erin to communicate with the appointed members of the IJRU Task Group regarding their appointment to the IJRU Task Group.

12. Rules Task Group

The expressions of interest submitted for the Rules Task Group were reviewed.

Motion: To appoint the following individuals to the Rules Task Group for the 2018 – 2020 term:
Autumn Nездoly – Chair
Ellory Bruce
Kathleen O’Callaghan
Carly Simpson
Sam Ashley – Board Liaison (ex-officio)

Moved by: Emily Whitman

Seconded by: Sarah Dobrowolski

Carried.

TASK: Erin to communicate with the appointed members of the Rules Task Group regarding their appointment to the Rules Task Group.

13. Come Try Skipping Events/National Skipping Day Update

October 11, 2018 will be National Skipping Day in Canada. Clubs and provinces are encouraged to promote skipping on this day through community events. Additionally, if clubs require ropes to purchase for community events they are encouraged to contact Kanga Ropes, who continues to have ropes available for purchase with Rope Skipping Canada on them. It was noted that Kanga Rope has approximately an additional 5000 feet of rope remaining with the Rope Skipping Canada name on the ropes. It was decided that RSC would continue to promote clubs to purchase the ropes from Kanga Ropes and RSC would revisit purchasing the remaining ropes after October 11, 2018.



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14. Nationals Coach Achievement Award Criteria/Application

The Nationals Coach Achievement Award Criteria and Application were reviewed. The email used to submit the Award Nominations was discussed. It was noted that, it is best practice to use an organizational email for all organizational related items. It was agreed that the content of the Nationals Coach Achievement Award Criteria/Application was sufficient.

TASK: Mary to send a draft Scholarship/Awards Committee Terms of Reference for the next Board of Directors meeting.

15. New Business

16. Coast to Coast

British Columbia – Teams in BC do not begin their season until the end of September. Jump Rope BC will be having a Board meeting by the middle of September 2018.

Alberta – Clubs are beginning their seasons and demos continue throughout the province. Challenges have arisen with respect to the cost of gym rentals within southern Alberta. The RSA Skipping Summit will be held in October. The registration will be open to Alberta athletes/coaches/officials first and then if space permits, registration will be open to other provinces.

Ontario – Clubs do not begin in Ontario until middle to end of September. Not for profit ministry subsidy has been limited for this season. Costs associated with gym rentals and the lack of funding has been causing challenges with respect to programming within parts of the province. There are currently between 9 – 10 clubs in Ontario. Sarah is currently working on her PhD project evaluating the health impact of community sport programs (Jump Rope programs).

Nova Scotia – Jump Energy participated in and promoted skipping in a parade demo on September 8, 2018. Jump Energy will begin practices with returning members beginning September 16, 2018. Recreational clubs will begin practices later in September to early October. Sam will be attending the Nova Scotia teachers conference at the end of October and will be promoting Rope Skipping as an organized sport as well as a wellness activity.

17. Old Business

17.2 Tasks from Previous Board Meetings

August 2018 Board Meeting

TASK: Sarah to resubmit the expense reports to the General Manager and Treasurer to be approved and paid out. – **COMPLETED**

TASK: Amy to communicate to Che Borden (RSA Skipping Summit Committee) that RSC will not pay the fees associated with bringing Ellory to the RSA Skipping Summit. – **COMPLETED**

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

TASK: Amy to contact the insurance company regarding the number of claims through the RSC insurance policy. – **IN PROGRESS**

TASK: Sarah to continue to update the RSC Waiver and send a draft version to the Board for review and



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approval. – **IN PROGRESS**

TASK: Erin to communicate with Russ regarding the cost of the insurance policy renewal until August 31, 2019. – **COMPLETED**

TASK: Erin to purchase the Constant Contact account and submit receipts to Bonnie/Treasurer. – **COMPLETED**

TASK: Sam to post the New Event Call Outs on the RSC Website. – **COMPLETED**

TASK: Erin to send the IJRU Task Group TOR to membership for call for individuals for the committee. Deadline for submissions will be September 4, 2018. – **COMPLETED**

TASK: Erin to send the Rules Task Group TOR to membership for call for individuals for the committee. Deadline for submissions will be September 4, 2018. – **COMPLETED**

TASK: RSC to advertise on social media to purchase ropes through Kanga Ropes. – **COMPLETED**

TASK: Sam to communicate to Kanga Ropes to keep the remaining ropes until October 11, 2018 and then RSC will revisit purchasing the ropes. – **COMPLETED**

TASK: PSO Representatives to send Erin the contact for the President of each PSO. – **COMPLETED**

July 2018 Board Meeting

TASK: Sam to work with Deirdre on the MOU with respect to Nationals hosting guidelines. – **IN PROGRESS**

TASK: Erin to draft letter of support for Rope Skipping Alberta for grant application for the hosting of the 2019 National Championships.

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. – **COMPLETED**

18. Next Meeting

September 30 @ 8:00pm (AST).

19. Adjournment

Motion to adjourn the meeting at 10:15pm (AST).