

# MINUTES OF ARTISTIC ROLLER SPORTS COMMITTEE MEETING

HELD:	26-27 OCTOBER 2013 IN NAPIER	
PRESENT:	Margaret Grant (Chairperson) Jane Reason Bev Cooper MNZM, Bill Stratford, Ngaire Tucker (Secretary), Joan Blackler (Treasurer)	
APOLOGIES:	Leigh Hudson-Coe	
ITEM 1	<b>MINUTES OF LAST MEETING</b>	ACTION BY
	Moved Margaret Grant/Bev Cooper that these be a correct record of the last meeting. CARRIED	
ITEM 2	<b>MATTERS ARISING FROM MINUTES</b>	
	5-10 year plan – Bev has provided a draft. Brain-storming day including both Art Committee and HPCC members to be organised with meeting dates.	
ITEM 3	<b>CORRESPONDENCE</b>	
	Moved that the Inwards correspondence is received and outwards correspondence is approved. CARRIED	
ITEM 4	<b>MATTERS ARISING FROM CORRESPONDENCE</b>	
1	<u>Josie Durney (UH) regrading</u> Recommend that Josie moves to Open grade until Nationals 2014 as this grade has been created for the purpose of allowing skaters to transition in the way that she needs to do.	Ngaire to action
2	<u>Oceania Team Management/Coaches Commission</u> Team Manager's job description has been updated. Communication between Coaches Commission and Team Manager needs to be clear. When the team is ratified the Artistic Committee Secretary, Coaching Commission and Team Manager need to be given a full team list as soon as possible. Ngaire to ask NZFRS Secretary for a team list including communication details and forward this to Caroline Longville as well as all members of the Artistic Committee.  The system should be that – <ul style="list-style-type: none"> <li>• Coaching Commission organises the venue, coaches, programme for squads.</li> <li>• Costs from the Coaching Commission are to be notified to the Artistic Treasurer.</li> <li>• The Team Manager is to liaise with the Artistic Treasurer re expenses for team training.</li> <li>• Team Manager will pass the information to team members.</li> </ul>	Ngaire to action Cc letter to Coaching .Commission and Team Manager

3	<p>Artistic Treasurer books flights for Coaching Commission and Team Management as required and notifies all concerned.</p> <ul style="list-style-type: none"> <li>• Coaching Commission is responsible for finance relating to Coaching Commission coaches who attend the squad.</li> <li>• Team Manager and Artistic Committee Treasurer handle all Team members' accounts.</li> <li>• HPCC Administrator, Team Manager and Artistic Treasurer to be cc'd into all correspondence regarding team training.</li> </ul> <p><u>Kent Tango</u> Query re one of the steps was sent to Barry Andrews – this has been corrected and the correct version of the dance will be available on the SkateNZ web site.</p>	Jane to action
<b>ITEM 5</b>	<b>FINANCIAL REPORT</b>	
	<p>Financial Report presented by Joan.</p> <p>Society of Roller Skating Teachers fund –This account is outside the Artistic Committee's accounts. Discussion held on bringing this account underneath the Artistic Committee's umbrella. As the Society is now inactive, a letter to be sent asking for these funds to be transferred to the Artistic Committee for the benefit of coaches.</p> <p>Moved Joan Blackler, seconded Bill Stratford that the Financial Report be accepted. CARRIED</p>	Ngaire to action
	<b>GENERAL BUSINESS</b>	
<b>ITEM 6</b>	<b>CIPA MEETING AT WORLDS</b>	
	The second person to join Margaret attending as New Zealand delegate will be either Bev Cooper or Jane Reason as an observer.	
<b>ITEM 7</b>	<b>WORLDS COACHES</b>	
	<p>The meeting went into Committee at 3.46 pm on Saturday.</p> <p>The meeting came out of Committee at 4.40 pm while waiting for information and continued with other agenda items.</p> <p>The meeting went back into Committee at 6.17 pm on Saturday.</p> <p>The meeting came out of Committee at 6.46 pm</p>	Ngaire to action
<b>ITEM 8</b>	<b>COMMITTEE MEMBERS' TERMS AND 2014 ELECTIONS</b>	
	<p>Discussion on how members' terms would rotate, following which each member will be elected for a three-year term.</p> <p>Secretary and Treasurer are appointed</p> <p>Bev Cooper 2016</p> <p>Leigh Hudson-Coe and Bill Stratford 2015</p> <p>Chairperson (Margaret Grant) and Jane Reason 2014</p>	Ngaire to action

ITEM 9	<b>MEETING VENUE AND DATES</b>	
	<p>In response to a query re meeting venues, Margaret reported that she has checked some possible venues in Napier, e.g. Kennedy Park Motor Camp charges \$90 a day for a meeting room and has a restaurant.</p> <p>A similar arrangement at a motel \$100-\$175 per day. Photocopying and catering available at one, another has tea/coffee facilities.</p> <p>Local sports clubs are not available at weekends.</p> <p>Two-bedroom motel with kitchen at Westshore available. Price would be negotiated. Committee members could stay the night for the same price. A restaurant is attached.</p> <p>At this stage the Committee feels that the extra cost involved does not warrant a change which would ultimately impact on increased costs to skaters.</p> <p><u>Meeting Dates 2014</u>  1-2 February  7-8 June  30-31 August  29-30 November</p>	
ITEM 10	<b>2013-2014 ARTISTIC RULES AND POLICIES BOARD RECOMMENDATIONS</b>	
	<p>Rules were discussed and Jane offered to review these after her return from Worlds.</p>	Jane to action
ITEM 11	<b>2014 OCEANIA HOA WEB UPLOAD AND DISCLAIMER</b>	
	<p>If this document is uploaded onto <u>any</u> web site the following disclaimer needs to be included:</p> <p><i>This document is a live document and can be updated at any time. It is the user's responsibility to check for any updates and that it is the correct and current version. NZFRS and NZFRS Artistic Committee do not accept responsibility for the user referring to an outdated version of this document. All care will be taken to ensure that this live document is kept current.</i></p>	
ITEM 12	<b>COACHING COMMISSION</b>	
	<p>Beverley read the report from the HPCC Administrator.</p> <p>The report was accepted and approved. Moved Bev Cooper/seconded Bill Stratford. CARRIED.</p> <p><b>Discussion arising from the report:</b></p> <p>The Commission asked that Vilma Fanthorpe be awarded an honorary Class 2 Coaching Commission in all disciplines. Bev to check, as Vilma already has Level 2 Figures, Free and Dance.</p> <p>Following discussion it was decided that the following members of the Coaching Commission be accredited at Sports Specific Level 2 in their</p>	

	<p>respective disciplines:  Anna Carwell-Cooke – Freeskating  Rachael Parkinson-Turner – Dance  Kylie Shirley – Precision.  Moved Bev Cooper/seconded Jane Reason. CARRIED</p> <p>ID cards for coaches – email to be sent to all coaches who have received these, and a letter to clubs checking that everyone has received their card. This will also include a reminder that these need to be worn whenever the coach is in the marshalling area. The suggestion was made that the NZFRS registration card could be attached to the lanyard as well. If cards are lost these can be replaced at the coach’s cost.</p> <p>Discussion on international coaches coming to offer professional development to our coaches resulted in the following general outline:</p> <ul style="list-style-type: none"> <li>• Coach to be invited</li> <li>• Coach provide outline of what they think would be suitable for them to do</li> <li>• Written offer and acceptance need to follow</li> <li>• Logistics and details to be organised</li> <li>• Confirmation by both parties.</li> </ul>	<p>Bev to action</p>
ITEM 13	<b>NZ CHAMPIONSHIPS REVIEW</b>	
	<ul style="list-style-type: none"> <li>• Food – disappointment that no meals, as such, were supplied as there are no longer any breaks during speed events. Morning and afternoon teas were wholly appreciated, but many officials were at the stadium for 15 hours or more. The food provided through the kitchen was definitely value for money. This will be an issue in Auckland next July as well.</li> <li>• Placement of calculators at the entry end of the mezzanine level worked, although it was still felt that it would be better and more practical at the end of the floor where they used to be.</li> <li>• Issues with getting results slips to the appropriate people in a timely fashion. Using runners could be helpful in future.</li> <li>• Presentations should be ready to take place immediately an event finishes (relates to item above).</li> <li>• Trophies – Val has requested an assistant as she has pupils skating and other duties. This means that she cannot always have trophies ready on time. It should be possible to have one or more volunteers on a roster to assist. Email to clubs asking for help.</li> <li>• More announcers needed for Oceanias to ease the load on existing people. Volunteers required.</li> <li>• The floor was superb as usual and skaters enjoyed it.</li> <li>• There was a good atmosphere overall.</li> <li>• Cost effective.</li> <li>• Judges’ desks on the floor were very useful and much more comfortable.</li> <li>• Referee needs to be on the same level as the judges so that they can see the whole floor.</li> <li>• Communicating with announcers from floor level can be difficult.</li> <li>• Having judging panel as stable as possible helped the flow of events.</li> <li>• Having six marshalls spread the load and made things easier for everyone.</li> </ul> <p>Coaches’ passes generally worked very well and most people wore these while in the marshalling area.</p>	<p>Ngaire to action</p> <p>Ngaire to action</p>
ITEM 14	<b>POLICY REVIEWS</b>	

	<p>The Board needs to be advised that some of the Artistic trophies in their Policy 1.16: Special Awards are listed incorrectly and need to be corrected to read as per Artistic Policy 1.</p> <p><b>Ian Mackie Memorial Trophy</b> Awarded to the Junior lady who has gained the most points in Figures, Freeskating and Solo Dance in the Junior grade at the New Zealand Championships, is completely missing from Board Policy 1.16.</p> <p><b>Joe Bright Memorial Trophy for Services to Precision</b> – need to delete ... Before the NZ Artistic AGM and delegates at that AGM vote from nominations received. Policy now reads ... at the end of the year and the Artistic Committee will select the recipient.</p> <p>The Artistic Committee will make sure that nominations are called for before the Artistic AGM. The form should go to clubs before Nationals with the AGM documents. This will be rectified for 2014.</p> <p><b>Artistic Policy 4: Jack Fanthorpe Memorial Fund</b> – the selection of the skater is by Vilma Fanthorpe, not Chief Scorer.</p> <ul style="list-style-type: none"> <li>• Also in the first sentence need to change the word Inter-New Zealand to International.</li> <li>• Update that the award is made at New Zealand Championships or GSC, whichever is the later event.</li> <li>• In the event of a tie then the fund (not trophy) is awarded jointly.</li> </ul> <p><b>Jack Fanthorpe Shield</b> The selection of skater/s is incorrectly listed and should read by Vilma Fanthorpe in conjunction with the Senior Judge at the NZ Championships.</p> <p><b>Avis Berry Trophy</b> Is listed as being for the Senior lady gaining the most points overall. It should be the senior lady gaining the most points in Figures, Freeskating and Solo Dance.</p> <p><b>Policy Joe Bright memorial Trophy (Artistic)</b> This is awarded at Graeme Sheppard Challenge .... should not be included in the Nationals programme</p>	Jane to action
ITEM 15	<b>CALENDAR OF EVENTS</b>	
	<p><u>Artistic Central Area Championships</u> 23 – 25 May 2014</p> <p><u>Graeme Sheppard Challenge</u> Contact Pearl Best re booking the stadium, as used for Northern Areas 2013, at Rotorua - include sound system, kitchen for all day and night Friday 31 October-morning, afternoon, evening, Saturday 1 November, morning and afternoon Sunday 2 November 2014/ alternative venue ASB Stadium. (Ngairi to pencil in).</p> <p>Early December could be an option if nothing else is available.</p> <p><u>2014 New Zealand Artistic Championships</u> 14-19 July 2014 at ASB Stadium, Kohimarama.</p>	<p>Bev to action</p> <p>Ngairi to action</p> <p>Bev to action</p>
ITEM 16	<b>JUDGES/COACHES SEMINAR</b>	

	<p>Current progress:</p> <p>18/19 January 2014 at Waiariki Institute of Technology, Rotorua  9 am–6 pm Saturday 18 January  8 am–12 noon Sunday 19 January  13 hours @ \$37.50 = \$487.50 + GST</p> <p>Gym available @ \$25 per hour – suggested that it be used for 3 hours</p> <p>Details to be finalised and clubs notified officially once completed.</p> <p><u>Discussion and suggestions:</u></p> <p>Finish at 6 pm Saturday, allowing for a possible group dinner and discussion or be free to go elsewhere.</p> <p>Costs depend on number attending – Artistic Committee will subsidise.</p> <p>Morning tea (twice), afternoon tea and Saturday lunch will need to be provided.</p> <p>Extend Sunday to 2 pm. There should still be time for most people travelling home that day to return in daylight.</p>	<p>Leigh to action</p> <p>Margaret to communicate with Leigh, cc Committee</p>
ITEM 17	<b>RATIFICATION OF COMMISSIONS</b>	
	<p><b>Class 3 Dance</b> - Samantha Reason  <b>Class 4 Figures and Dance</b> - Thaylia Evans</p> <p>Moved Bev Cooper/seconded Margaret Grant that these be ratified.  CARRIED</p>	<p>Leigh to action</p>
ITEM 18	<b>COACHES ACCREDITATION RATIFICATION</b>	
	<p><b>Sport Specific No.1 Figures</b> – Russelle Knaap, Caroline Longville, Brittany Griffith, Kyra Thomson  <b>Sport Specific No. 1 Freeskating</b> – Tayla Gaskin, Russelle Knaap, Kyra Thomson  <b>Sport Specific No. 1 Dance</b> – Brittany Griffith, Pam Peters, Caroline Longville, Andrew Rae</p> <p>Moved Margaret Grant/seconded Bill Stratford that these be ratified.  CARRIED</p> <p>This information needs to be copied to HPCC Administrator for inclusion in the database and notification of Coaches’ cards for marshalling area.</p>	<p>Ngairie to action</p>
ITEM 19	<b>FUNDING OF OFFICIALS</b>	
	<p><b>Artistic Policy 02: Travel Reimbursement for Officials</b></p> <p>Following discussion it was decided that skaters’ levy should be raised to \$40 per skater towards the officials’ travel fund.</p>	<p>Jane to action</p>

	<p>More discussion followed regarding reimbursement of Officials' expenses and the process that should be in place to cover these.</p> <p><b>Artistic Policy 03: Team Officials' Grants</b>  Discussion on this Policy and <b>Board Policy No: 2.03 Team Officials Grants</b> so that the wording does not clash.</p> <p>To be continued at the next meeting.</p>	
<b>ITEM 20</b>	<b>WORLDS 2012 ACCOUNT</b>	
	<p>Discussed as requested by the Board. Agreed as follows:</p> <p>That \$100,000 is invested in a 12-month term deposit. That \$30,000 is held in an Artistic Committee account as working capital. Interest from the Term Deposit is not compounded but depositing into the Artistic working account to ensure that there is constant capital available for Artistic projects.</p> <p>The Committee agreed to use these funds to target the continued upskilling and education of coaches, officials and skaters.</p> <p>Examples are:</p> <ul style="list-style-type: none"> <li>• Bring an international coach to New Zealand to work with skaters, coaches, teams, etc.</li> <li>• Top judges and/or coaches travel to seminars overseas.</li> <li>• International judges coming here to run a conference.</li> <li>• These could be fully or partly subsidised.</li> </ul>	
<b>ITEM 21</b>	<b>MASTERS GAMES</b>	
	<p>Updates received from Andrew Rae. Margaret passed on that the Board is happy for this to go ahead, as long as Andrew keeps everyone fully informed.</p>	<p>Ngairie to action</p>
	<b>MEETING CLOSED 2:55 PM SUNDAY 27 OCTOBER 2013</b>	