

MINUTES OF ARTISTIC ROLLER SPORTS COMMITTEE MEETING

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| HELD: | 1-2 FEBRUARY 2014 IN NAPIER, 10 AM | |
| PRESENT: | Margaret Grant (Chairperson) Jane Reason, Bev Cooper MNZM, Bill Stratford, Leigh Hudson-Coe, Ngaire Tucker (Secretary), Joan Blackler (Treasurer) | |
| APOLOGIES: | Nil | |
| ITEM 1 | MINUTES OF LAST MEETING | ACTION BY |
| | Moved Margaret Grant/Jane Reason that these be a correct record of the last meeting. CARRIED | |
| ITEM 2 | MATTERS ARISING FROM MINUTES | |
| | <ol style="list-style-type: none"> 1 Clarification of Secretary's position – minutes and correspondence only. All else remains as it was. 2 5-10 Year Plan – suggestion that a meeting be held with Board, HPCC, Artistic Committee. Secretary to write to Board Secretary asking for a date that suits the majority of Artistic Committee, HPCC and Board. 3 Item 20 – Worlds Account – Board has invested the money and Artistic Committee to make submissions when an amount is required. Need to write to the Board pointing out that our minutes, which were not available at the time of last Board meeting, have a different decision. Confirmation of Board's policy for this and clarification of submission process is requested from them. 4 World Masters Games – would be as large as Artistic Worlds. It was decided that the burden would be too great and final submission was not made. 5 Item 9 – venue –Confirmation of last meeting's decision that meetings be held at the Grant residence in Napier. This allows more funds to be available to be utilised for the benefit of the sport 6 Open Grade – not available for figures? Should we have one? Do we need to look at it? Originally for ex-Junior/Seniors who want to continue competing but not at such a high level. Inclusion of this grade to be considered in review of the 2015 Schedule (released during July). 7 Coaches passes for marshalling areas – compulsory for all Federation events – Areas, NZ Championships, GSC, JA Challenge. 8 Item 10 – Artistic Rules – these have been reviewed and ratified. 9 Item 14 – Policies – No news on Artistic Policy 1.16. | <p>Ngaire to write</p> <p>Ngaire to write</p> <p>Ngaire to email clubs</p> <p>Jane to send to Committee</p> |

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| | <p>10 Item 4 – Bullet point 6 should read ‘<i>Coaching Commission is responsible for notifying Artistic Treasurer of costs relating to Coaching Commission coaches who attend the squad.</i>’</p> | |
| ITEM 3 | CORRESPONDENCE | |
| | <p>Moved that the Inwards correspondence is received and outwards correspondence is approved. (Margaret Grant/Bill Stratford) CARRIED</p> | |
| ITEM 4 | MATTERS ARISING FROM CORRESPONDENCE | |
| | <p>JA Challenge with East/West Central Regionals – Notify Regional Committee that JAC cannot be combined with Regionals this year, will be combined with GSC in Rotorua. Full day Friday to be used; setup may be required Thursday evening. Reasons for change are selection for Oceanias, NCEA exams, opportunity for all teams to compete</p> <p>Coaching Commission submitted the following for ratification:</p> <ul style="list-style-type: none"> • Anna Harris Coach Accreditation Certificate • Michelle O’Doherty Sports Specific Level One Dance Approved <p>SRSTNZ funds – following extensive discussion it was decided that the Secretary would write again, outlining alternatives.</p> <p>World Team Manager’s Report accepted. Jane sent it to this Committee, Board Secretary and President.</p> | <p>Ngairi to reply</p> <p>Ngairi to notify HPCC Administrator</p> <p>Ngairi to write</p> |
| ITEM 5 | FINANCIAL REPORT | |
| | <p>Financial Report presented by Joan Blackler.</p> <p>It was agreed that International Commissions continue to be subsidised at the current rate.</p> <p>The very successful Sk8 Camp (January) was discussed. A scale of refunds was decided on and discussion on organisation systems and processes for future occasions. Moved that skaters be refunded \$25 per discipline and families of two or more an additional \$25 per family. (Beverley Cooper/Jane Reason) CARRIED Margaret Grant, Bill Stratford, Leigh Hudson-Coe declared a vested interest and abstained from voting.</p> <p>List of probable subsidised activities for 2014 submitted, followed by extensive discussion.</p> <p>Equalisation for Oceania and possibly World Teams was discussed. Everyone is charged and refunded according to Artistic Policy No.7 (February 2012).</p> | |

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| | Moved Joan Blackler, seconded Beverley Cooper, that the Financial Report be approved. CARRIED | |
| ITEM 6 | GENERAL BUSINESS | |
| Item 6.1 | ARTISTIC RULES | |
| | <p>Rules have been reviewed and have been submitted to the Board's November meeting. The Minutes of that meeting show that the rules have been ratified, but confirmation has not been received by this committee. Secretary to ask for confirmation and clarification of the other items under 16.1 in the Board minutes.</p> <p>The rules will need to be reviewed for 2014-2015 at the next meeting, 7-8 June.</p> | Ngairé to write |
| Item 6.2 | ARRANGEMENTS FOR OCEANIAS 21-26 APRIL 2014 | |
| | <p>Organisation is well under way. Committee needs to give Arena more definite times for using the stadium.</p> <p>Suggestions/duties/reminders</p> <ul style="list-style-type: none"> • Teams assemble in the morning of 21 April • 21 April (evening) Team Managers and Officials meeting approx 7.30 and figure draw and passports • HOA Artistic meeting in the afternoon of 22 April 2.30 pm and country training • Wednesday night, 23 April Opening Ceremony – combined Artistic and Speed • Scribe needed to take minutes • Friday (ANZAC Day) is a half day, followed by Precision training and competition • Stadium could be set up on Monday night 21 April • Flagpole is missing a section – Leigh to organise, Margaret to supply measurements • Margaret has the Oceania banner, flag and rest of flagpole • Someone needed to raise the flags (NZ, Australia, Japan, possibly Germany, China) • Country name placards with Upper Hutt (could need Japan and Germany) • Attendance of representatives of teams, officials, Board and wreath layers has been requested for ANZAC Day 10 am service • Announcers – request that one announcer, who is also a skater, be programmed early to allow time for announcing. More announcers would be helpful. Malcolm Busch to be invited to help if he would like to • Sound system will be available. Request for a backup CD player and a roving microphone and should have a connection for a laptop • Decibel meter (Margaret) | |

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| | <ul style="list-style-type: none"> • Tables and chairs for judges • Group to be organised to remove figures if necessary • Presentations – Oceania Central Committee personnel, overseas judges, New Zealand judges. Margaret to organise roster • Upstairs room and a meeting room are available • Advanced Masters – two years up and review due. After some discussion the meeting decided that NZ would like to maintain the status quo • CSD Genre – Swing (Advanced Masters) is not felt to be a suitable style, following demonstration at Judges’/Coaches’ Seminar in Rotorua. Bev to discuss with Coaching Commission and advise Artistic Committee of their opinion. If HPCC agree, the Artistic Committee to be asked to raise this at 2014 HOA meeting at Oceania Championships • Leigh working on judges and officials • Is Barry Andrews bringing electronic scoring from Australia? If not, three calculators are needed and Liz Innes would organise • Request received from Australia to reduce competition by one day – Japan might send some skaters (number unknown) which could influence the programme. Team could arrive Easter Monday, depart on Sunday 27th, half day for ANZAC Day. This has been communicated to Pat Wallace by email as requested • Team list has been received from Australia to assist with programme structuring • Judges – Leigh and Jane will share referee duties. Otherwise there is a shortage of International judges and Class 1 judges may need to be used | Bev |
| Item 6.3 | RATIFY JUDGES’ COMMISSIONS | |
| | Emma Patrick, Class 4 Dance - approved | Leigh to notify |
| Item 6.4 | COACHING COMMISSION | |
| | <p>Report tabled (moved Beverley Cooper/seconded Leigh Hudson-Coe) ACCEPTED</p> <p>Discussion</p> <ul style="list-style-type: none"> • Initial feedback from Oceania Precision training in Auckland this weekend has been positive • Future squads being organised <p>Coaching Accreditation</p> <p>Updated Artistic Coach Accreditation booklet tabled. Bev has prepared a letter to the Board answering their letter of 25 October 2013.</p> <p>This is a working document that is available for clubs and coaches to comment on and give feedback to the Commission.</p> | |

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| <p>Job description and guidelines need to be organised for mentors of new coaches.</p> <p>Bev to research Health and Safety guidelines for sport, e.g. notifying skaters in a freeskating warmup of a reverse skater on the floor, wheels and stoppers secure.</p> <p>Moved that the document be circulated (Bev/Jane) CARRIED</p> <p>Level Two exam papers need to be written up. Volunteers needed to write questions. Bev has the USA exam papers as a reference.</p> <p>Question about Police checks for coaches.</p> <p>Examiners – This subject is to be discussed at the High Performance Coaching Commission meeting on 23 February</p> <p>Discussion on possible procedures for practical assessments. Suggestion of assessment at a competition along with mentor's report.</p> <p>Recognition of Prior Learning: cross-crediting accepted, e.g. teaching qualifications have been accepted.</p> <p>The Artistic Committee supported the need for coaches to actually coach within their qualification levels and disciplines.</p> <p>Code of Ethics – coaches need to sign these and return them to the Coaching Commission. This is the SportNZ Code of Ethics.</p> <p>CIPA changes discussed – adopted immediately and have been dealt with.</p> <p>Coaches list is nearly completely updated. Work is continuing and Clubs will be advised when completed.</p> <p>Oceania Team training – clarification on Coaching Commissions' role in this. Policy 4.03 states that 'Team Management must co-ordinate where required ...'. Team Management consists of Managers and Coaches who work together. The system is outlined in Artistic Minutes of October 2013 and has been notified to both Coaching Commission and current Oceania Team Manager who work in co-operation. Jane pointed out that the Team Manager's Handbook, which covers both Speed and Artistic, needs updating.</p> <p>Discussion on equalisation as used for International Team Trainings and Coaching Commission Squads. Bev to take suggestions to the Coaching Commission meeting.</p> <p>Bev requested support from the Artistic Committee to organise all squads through Clubs in the same way as Development Squads used to be done. Support was given and Bev will ensure that this is done.</p> | <p>Bev and Leigh</p> <p>Ngaire to send Joan Alexander and Bev draft Precision exam Bev</p> |
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| | <p>Important that coaches, other than Coaching Commission coaches, attend squads to assist and to enhance their own coaching.</p> <p>A review of squads to take place at the High Performance Coaching Commission in February.</p> <p>Information on freeskating from CEPA. To be raised at Coaching Commission meeting for further discussion.</p> <p>Suggestion that Commission coaches provide general feedback on competitions.</p> <p>Price for sitting commissions is included in Artistic Coach Accreditation Document, page 13</p> <p>Coaching Commission meeting will be held in Wellington 23 February</p> | |
| Item 6.5 | CALENDAR OF EVENTS | |
| | <p>Central League, Arena 3, Palmerston North – 12 April 2014</p> <p>Artistic AGM – Monday 14 July 2014, ASB Stadium, Auckland</p> <p>GSC Challenge 31 October-2 November 2014, Energy Events Centre, Rotorua</p> <p>East and West Central Regionals 22-23 November 2014, Arena 3, Palmerston North</p> | Bev to update |
| Item 6.6 | ARTISTIC POLICIES REVIEW | |
| | <p>Jane has reviewed Artistic Policies as follows:</p> <p>Policy No. 2 Travel Reimbursement for Officials</p> <p>Policy No. 3 Team Management</p> <p>Suggestion that nomination forms include this Policy and the relevant NZFRS Policy so that nominees are fully informed</p> <p>APPROVED. To be forwarded to Board for ratification</p> | Jane to send final copies to Ngaire to forward to Board |
| Item 6.7 | GRAEME SHEPPARD CHALLENGE | |
| | <ul style="list-style-type: none"> • Confirm with Pearl Best re Rotorua. Ask for a possible extension on Thursday 30 October 2014 (approximately 2 hours) to put figures down and to accommodate inclusion of Joan Alexander Challenge • Ask Pearl to ask Mike Gilliver if he can put figures down • Check if deposit has been paid and ask Pearl if confirmation has been made | Ngaire to write and/or telephone |

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| Item 6.8 | TANGO DELANCHA DVDS | |
| | To be given to relevant clubs, Judges (Leigh) and Coaching Commission (Bev) free of charge. Margaret to organise copying. | Margaret |
| Item 6.9 | JUDGES/COACHES SEMINAR | |
| | <p>A drop box has been set up for feedback, as below:</p> <p>Dropbox is at http://www.dropbox.com/ Login/username is judgescoachesnz@gmail.com Password is doublemapes</p> <p>The seminar was informative and enjoyable. The venue was very good.</p> <p>Committee thanked Leigh for organising.</p> | |
| Item 6.11 | PLAN FOR THE YEAR | |
| | Request for a plan of the coming year's commitments to be created and sent to the Committee | Ngairie to action |
| Item 6.12 | OCEANIA TEAM WITHDRAWAL | |
| | <p>Meeting went into Committee at 2.20 pm.</p> <p>The meeting came out of Committee at 2.45 pm.</p> | |
| Item 6.13 | JAMES TAYLOR MEMORIAL | |
| | Leigh to keep in touch with Jim's family over the next few months as to what might be an appropriate form of contribution from the Artistic Committee. | |
| Item 6.14 | JIM TAYLOR TROPHY REALLOCATION | |
| | <p>This was presented to Jim following his 50 years of judging NZ Championships and is currently in Leigh's care.</p> <p>Discussion on possibilities to continue at the next meeting.</p> | |
| Item 6.15 | NEW ZEALAND NATIONALS JUDGES | |
| | <p>Leigh reported that there could be a problem with Australian judges coming over in future as there is time off work to take into account if both countries' nationals fall close together.</p> <p>Kevin Wilkins, Australia has confirmed; Bill Spooner, USA to be invited and asked to run a judges seminar while in NZ</p> <p>This Committee could apply to the Board for funding, using some of the 2012 Worlds profit</p> | |

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| | Leigh to start negotiations | Leigh |
| MEETING CLOSED 3.40 PM SUNDAY 2 FEBRUARY 2014 | | |