

**MINUTES OF ARTISTIC ROLLER SPORTS COMMITTEE MEETING**  
**Auckland, on 28<sup>th</sup>-29<sup>th</sup> July 2018**

<b>PRESENT</b>	Yvonne Lambert-Smith (Chairperson), Beverley Cooper MNZM, Michelle O’Doherty, Leigh Hudson (via skype, 28 July, 2.00-6.00pm), Joan Blackler (Treasurer), Janine Price (Secretary), Annelise De Cleene, Dianne Gunson, Rachael Parkinson-Turner (HPCC)(via Skype, 28 July, 2.00-5.10pm) Meeting commenced, 10.25am	
<b>APOLOGIES</b>	Nil.	
<b>ITEM 1</b>	<b>WELCOME</b>	
<b>ITEM 2</b>	<b>MINUTES OF LAST MEETING</b>	<b>ACTION/ED BY</b>
	Moved Beverley Cooper MNZM/Yvonne Lambert-Smith that these be a correct record of the last meeting. CARRIED	
<b>ITEM 3</b>	<b>MATTERS ARISING FROM MINUTES</b>	
	<ul style="list-style-type: none"> <li>• Correction: Finance report from previous meeting only showed transactions through to 14 April, not May.</li> <li>• Item 3, Investigation of hardware required for RollArt is ongoing</li> <li>• Item 4, Health and Safety ongoing</li> <li>• Item 10, Oceania HOA document being finalised.</li> <li>• Item 12, Dance Manual Updating ongoing – Couples Dance</li> <li>• Item 18, Accommodation has been booked with Oceania Team Management</li> <li>• Item 22, No Delegate sent to Roll Art Argentina seminar</li> <li>• Item 23, On Hold</li> <li>• Item 25, Inclusive skating grade assessment ongoing</li> </ul>	Leigh Yvonne Yvonne Bev, Leigh          Annelise
<b>ITEM 4</b>	<b>HEALTH AND SAFETY</b>	
	<p>No incidents to be reported during this period.</p> <ul style="list-style-type: none"> <li>• Process ongoing</li> </ul>	Yvonne
<b>ITEM 5</b>	<b>CORRESPONDENCE</b>	
	Moved, Michelle O’Doherty/Dianne Gunson seconded, that inward correspondence be accepted and outward confirmed. CARRIED	
<b>ITEM 6</b>	<b>MATTERS ARISING FROM CORRESPONDENCE</b>	
	<ul style="list-style-type: none"> <li>• Send Follow up to MSSC re: Club Report for AGM</li> <li>• Declined request from UHRSC for skater to compete in Junior Free as requirements are the same for Junior and Senior Freeskating.</li> </ul>	Janine Janine

<b>ITEM 7</b>	<b>FINANCIAL REPORT</b>	
	<p>Joan Blackler presented the Income/Expenditure report up to July 2018.</p> <p>Moved, Dianne Gunson/Michelle O’Doherty Seconded, that the Treasurer's Report be approved. CARRIED</p>	
<b>ITEM 8</b>	<b>MATTERS ARISING FROM FINANCIAL REPORT</b>	
	<ul style="list-style-type: none"> <li>• Moved Beverly Cooper MNZM/Michelle O’Doherty seconded that new signatories be added to Cheque account: Yvonne Marie Lambert-Smith, Margaret Joan Blackler, Malcolm Charles Busch. The following signatories are to be removed; Margaret Denise Grant.</li> <li>• Newsflash to go out to clubs advertising Medal Test Medallions available.</li> <li>• Committee will contact the SRSTNZ (Society of Roller Skating Teachers of New Zealand) regarding signatories on account.</li> </ul>	<p>Joan/Yvonne</p> <p>Janine</p> <p>Janine</p>
<b>ITEM 9</b>	<b>HPCC BUSINESS</b>	
	<p>Overseas coaches – Lorenza and Cristina available early January. Venue TBC. Include an off-skate specialist. Priority to get communication out to clubs early. Look at inviting Maricarmen for figure clinic every second year.</p> <ul style="list-style-type: none"> <li>• Budget and funding request will be made to the board, sourced from Worlds 2012 fund.</li> </ul> <p>Online Coaching Exams – To be managed by HPCC. Moved Beverly Cooper MNZM/Dianne Gunson Seconded that Art Committee will accept approximate cost of \$0.50USD per exam (\$25 per 50 credits). CARRIED. Cost to be included in exam fee.</p> <p>HPCC will use Art Committee Secretary for admin support.</p> <p>Job Description and Nomination forms to be sent out for 2 new HPCC Coaches</p> <p>Repurpose Graeme Sheppard/Joan Alexander Challenge as a performance/show event possibly combined on and off skate training in performance and choreography for skaters and coaches. Steering Committee: HPCC, Michelle</p> <p>Club Training/Development Squads – clubs to advise HPCC of training squads for scheduling purposes and so HPCC can offer assistance. Correspondence regarding this to go out to all clubs via HPCC through Janine</p> <p>Annual Coach Accreditation Updating forms to be sent.</p> <p>HPCC has adopted SportNZ code of ethics. New codes to be distributed to coaches to sign and return</p> <p><b><u>Coach Accreditation Certificate</u></b> Lilybelle McHardy</p>	<p>Yvonne</p> <p>HPCC</p> <p>HPCC/Michelle</p> <p>Bev/Janine</p> <p>Bev</p> <p>Bev</p>

	Moved Beverly Cooper MNZM/Yvonne Lambert-Smith Seconded, that the coach accreditation be ratified. CARRIED	
	<b>GENERAL BUSINESS</b>	
<b>ITEM 10</b>	<b>Wash-Up of NZ Champs</b>	
	<ul style="list-style-type: none"> <li>Appreciated help from New Plymouth and Wanganui Clubs</li> <li>Develop process documents and timelines for future NZ Champs</li> <li>Streamline process for checking medal test/entry requirements for future nationals. Ask Area Secretaries to send Area Champs programme to Joan after each Area Championship to assist with checking medal requirements.</li> <li>Send communication clarifying medal test requirements for NZ Championships; If a skater is nominating for NZ Championships then the required Medal Test for their grade must be achieved before the close of entries for Area Championships. Skaters may enter and compete at Area Championships without the test required for their grade but will not be able to progress to NZ Championships in that skating year.</li> </ul>	Michelle Janine Janine
<b>ITEM 11</b>	<b>Online Survey</b>	
	<ul style="list-style-type: none"> <li>Ask Michelle Wood to separate prospective survey questions into Skating Squads and/or seminars.</li> </ul>	Yvonne
<b>ITEM 12</b>	<b>2018-2019 Requirements</b>	
	<p>Requirements to stay largely the same. Discussed esquire skaters' request for Esquire CSD grade. Esquire skaters will be encouraged to enter Masters CSD.</p> <ul style="list-style-type: none"> <li>As per requirements for the 2018/19 skating year penalties will be enforced along with bonuses given.</li> <li>HPCC to apply corrections and send requirements to the Artistic Committee for ratification.</li> <li>AWD. This grade will be included in the schedule as a National level grade while the Committee works with relevant organisations to develop an inclusive grade structure for AWD.</li> <li>Boys and Girls events will be skated together, with results separated by gender, as per the existing rules and regulations. An additional combined results sheet will be offered at NZ Championships along with the results sheet separated by gender.</li> </ul>	HPCC Annelise Janine/Judith
<b>ITEM 13</b>	<b>Inclusive Skating</b>	
	Videos have been taken, Annelise to approach the identified organisations for their expertise on possible requirements.	Annelise
<b>ITEM 14</b>	<b>Artistic Team Selection Policy</b>	
	<p>To be revisited.</p> <p>World team selection: the total number of team members each year will be decided as per World Skate rules (based on skater performance in previous</p>	Yvonne

	<p>world champs).</p> <p>Oceania team selection to be also revised.</p> <ul style="list-style-type: none"> <li>Approach Board regarding future of NZFRS selection policy regarding selectors and revisit selection policy once board has made a decision.</li> </ul>	Yvonne
<b>ITEM 15</b>	<b>World Roller Games qualifying event 2019</b>	
	The qualifying event for the World Roller Games 2019 will be the Central Area Championships 2019. Letter to be sent to Central Area Secretary to confirm.	Janine
<b>ITEM 16</b>	<b>2018 Oceania Championships - Rotorua</b>	
	<ul style="list-style-type: none"> <li>Skaters need to stay with the team, but can make a request for late arrival or early exit with team management.</li> <li>New team leotard and uniforms will be developed for 2019. Request to go out for design and manufacturers interest.</li> <li>Feedback to 2018 team management regarding learnings from 2017 Oceania Championship Management report as submitted.</li> </ul>	<p>Janine/Yvonne</p> <p>Janine</p> <p>Yvonne</p>
<b>ITEM 17</b>	<b>2018 Worlds - France</b>	
	<p>Discussed travel arrangements for team. Accommodation and flights have been finalised. Flag and anthem have been organised for Team Management if needed.</p> <p>If there is an excess coach pass in our allocation then this pass will be allocated to Sarah-Jane Jones as the only travelling supporting coach.</p> <p>The Committee has also confirmed that Sarah-Jane Jones is able to wear the NZ Team tracksuit as a domestic coach.</p>	
<b>ITEM 18</b>	<b>RollArt Steering Sub-Committee</b>	
	<p>New Sub-Committee has mandate to begin transition to RollArt. All Correspondence to go through Art Committee. Skype meetings are encouraged. Liaison through Leigh Hudson to Art Committee</p> <ul style="list-style-type: none"> <li>Send letters confirming appointments to sub-committee</li> </ul>	Yvonne
	<b>MEETING CLOSED FOR THE DAY 6.02PM SATURDAY 28<sup>th</sup> JULY 2018</b>	
	<b>MEETING RECOMMENCED 10.20am SUNDAY 29<sup>TH</sup> JULY 2018</b>	
<b>ITEM 19</b>	<b>Website</b>	
	<p>Website needs to be updated regularly</p> <ul style="list-style-type: none"> <li>Results from Nationals to be added to website.</li> <li>Accept Raynor's offer to continue updating website</li> <li>Contact webmaster to develop profile page for website</li> </ul>	Janine/Dianne

<b>ITEM 20</b>	<b>Meetings at NZ Championships</b>	
	<p>Moved Dianne Gunson/Michelle O’Doherty that these be a correct record of the meeting held at the New Zealand Championships on the 18<sup>th</sup> of July 2018. CARRIED</p> <p>Moved Beverley Cooper MNZM/Yvonne Lambert-Smith that these be a correct record of the meeting held at the New Zealand Championships on the 21<sup>st</sup> of July 2018. CARRIED</p>	
<b>ITEM 21</b>	<b>2018/2019 Artistic Committee</b>	
	<p>Discussion on Committee organisation and functions, and each members’ role. Mind mapping of organisation. Identified communication as a major focus, also assigned a person of responsibility for each of the committee’s functions.</p> <p><b><u>Artistic Committee</u></b></p> <p>Yvonne Lambert-Smith, Chairperson</p> <p>Joan Blackler, Treasurer</p> <p>Janine Price, Secretary</p> <p>Michelle O’Doherty, Events Co-ordinator</p> <p>Beverly Cooper, HPCC Principal Manager</p> <p>Leigh Hudson, Officials Convenor</p> <p>Dianne Gunson, Communications Co-Ordinator and Assistant Officials Convenor</p> <p><b>Co-Opted Positions:</b></p> <p>Annelise de Cleene, Skater’s Representative</p> <p>Jane Reason, Technical Advisor</p> <p><b><u>HPCC Coaches</u></b></p> <p><b>Lead Coaches:</b></p> <p>Rachael Parkinson-Turner (Dance)</p> <p>Jacqui Mitchell (Free)</p> <p>Kylie Shirley (Figures)</p> <p><b>Support Coach:</b></p> <p>Vacancy (Dance)</p> <p>Vacancy (Free)</p> <p>Imelda Coleman (Figures)</p> <p><b>Development Support Coach:</b></p> <p>Macarena Carrascosa</p>	

	<p><b><u>RollArt Steering Sub-Committee</u></b></p> <p>Tony Alexander Raewyn Hailes Jenny Lupton Pam Peters</p>	
<b>ITEM 22</b>	<b>OFFICIAL'S BUSINESS</b>	
	<p>Discussed lack of new judges coming through the grades, need to approach interested people and foster their development.</p> <p>Contact CERS about forward planning for 2018-2019 schedule</p> <p><b><u>Judging Commissions</u></b></p> <p>Hayley Wilde Campbell – Class 4</p> <p>Moved Leigh Hudson/Dianne Gunson seconded that Judges Commissions be ratified CARRIED</p>	<p>Leigh/Dianne</p> <p>Leigh</p>
<b>ITEM 23</b>	<b>NEXT COMMITTEE MEETING</b>	
	<p><b>17<sup>th</sup> November 2018 – Auckland</b></p> <p><b>MEETING CLOSED 2.28pm</b></p>	