

MINUTES OF ARTISTIC ROLLER SPORTS COMMITTEE MEETING

13 January 2024, 11.40 am – 5.55 pm, 14 January 2024, 9.15 am to 9.50 am

PRESENT	Yvonne Lambert-Smith, Jenny Bailey, Beverley Cooper MNZM, Phoenix Reid, Michelle O’Doherty, Di Gunson, Jenny Lupton, Rachael Parkinson-Turner,	
APOLOGIES	Janine Price, Rachel Melrose, Sarah Johnston for Saturday	
ITEM 1	WELCOME	
	Yvonne welcomed the Committee.	
ITEM 2	MINUTES OF LAST MEETING	ACTIONED BY
	Moved: Yvonne Lambert-Smith/Rachael Parkinson-Turner seconded, that these be a correct record of the meetings that were held on; 10 September 2023. Carried.	
ITEM 3	MATTERS ARISING FROM MINUTES	
	<p>September Meeting:</p> <p>Item 7 – Optimising Committee’s investments – covered in Treasurer’s Report</p> <p>Item 7 – Matters Arising from Financials Evaluating International Team Travel - covered in Treasurer’s Report</p> <p>Item 7 – Resources & Communications Coordinator – position remains vacant</p> <p>Item 9 – NZAC mentoring programme proposal – covered in NZAC Business</p> <p>Item 11 – NZ Champs workflow task list for Events</p> <p>Action: Di to set up a google doc for the Committee to add tasks overtime.</p> <p>Action: NZAC to send updated structure after their planning weekend, 20 Jan, Di to upload onto the Artistic Website.</p> <p>Action: Check that guidelines for skater music has been uploaded onto the Artistic Website.</p> <p>Item 15 - Action: Adaptive skating trophy. Janine to update.</p> <p>Item 16 - Action: Review Zoom subscription. Janine to update.</p> <p>Item 17 – Electronic Membership – action to rollover. Rachel</p> <p>Item 18 – Ranking & Selection Table – actions completed.</p>	<p>Di</p> <p>Rachel M/Di</p> <p>Di</p>
ITEM 4	CORRESPONDENCE	
	Moved: Michelle O’Doherty/Di Gunson seconded, that inward correspondence be accepted and outward confirmed. Carried.	
ITEM 5	MATTERS ARISING FROM CORRESPONDENCE	

	Nil.	
ITEM 6	TREASURER'S REPORT	
	<p>Yvonne discussed queries that arose from the Artistic Committee financial accounts, when presented at the NZFRS AGM. Chairperson worked with Treasurer to clarify items raised, and NZFRS have replied to the club that raised the queries.</p> <p>Jenny Bailey presented the Treasurer's Report. Some codes in the P&L have been renamed to be clear as to what the specific item is about.</p> <p>Motion: Jenny Bailey moved/Phoenix Reid seconded that the Treasurer's Report be accepted. Carried.</p>	
ITEM 7	MATTERS ARISING FROM TREASURER'S REPORT	
	<p>Action: Invest the recently transferred Worlds 2012 funds from NZFRS of \$74, 596.11 to a term deposit for a 9-month term. Interest to be paid to the 00 account quarterly, and the principal amount reinvested on maturity.</p> <p>Action: Graeme Sheppard funds of \$6,000 to be reinvested into an online account due to new Term Deposit amount limits.</p> <p>Action: Set up another term deposit with the term deposit that is maturing April 2 2024, in combination with the recently matured term deposit, with compounding interest.</p> <p>Motion: Yvonne Lambert-Smith moved/Di Gunson seconded that the three actions listed above be carried out. Carried.</p> <p>Signed: Chairperson - Y Lambert-Smith</p> <p style="text-align: center;">Treasurer – J Bailey</p>	<p>Jenny B/Yvonne</p> <p>Jenny B/Yvonne</p> <p>Jenny B/Yvonne</p>
ITEM 8	OFFICIAL'S BUSINESS	
	<p>The following commissions were ratified via email: Di Gunson – RollArt Judge 1 - Freeskating</p> <p>Di Gunson/Jenny Lupton presented the Officials Report.</p> <p>Drug Free NZ Officials and Coaches need to complete the Drug Free NZ certificate. Drug Free NZ have changed their process, and we can no longer see who has or who hasn't got access. Going forward, Officials & Coaches will submit their</p>	

	<p>certificate, when they re-register their NZFRS membership renewal. Action: Follow up with NZFRS to confirm new process before communication goes out. Action: NZAO & NZAC communicate these changes to their communities.</p> <p>Regional Medal Test Process Draft process was presented for Medals 1-6 and 7-10, for committee discussion. Action: Finalise draft, circulate amongst committee for ratification. Post ratification, circulate to skating community via a NewsFlash.</p> <p>RollArt mapping documents re: Pacific Cup grades These have been completed. Action: Make changes, review and upload to website.</p> <p>Update on Chief Announcer role, and the transition As Roger is now Chair of NZFRS he has resigned from the Chief Announcer role and Eileen Mills has accepted this role. Discussed what the transition looks like. Action: Update Ann - Treasurer about Eileen's attendance at Northern Areas</p> <p>Feedback from Announcers post Nationals Email from Roger in September. Staging: Discussed feedback, agreed that we align staging within World Skate protocols. TV display/training schedules idea: Discussed proposed ideas and considered priority needs. Action: Support idea to implement, noting the priority is to display scores, then training schedules. Ask Roger what equipment is required and organise. Do not support Marshalls operating equipment. Announcers focus on equipment/computers/announcing and Marshalls focus on the skating competitors. Action: Purchase/acquire equipment needed to trial at Central, then Northern Areas in May to test before rolling out wider, in preparation for the 2024 Oceania Championships. Action: Enquire about purchase of announcing equipment and add to equipment register.</p> <p>Marshalls/role/expectations for Oceans/Pacific Cup Action: Yvonne will check with OATC re need for Marshalls for Pacific Cup skaters'</p> <p>Equipment register/timelines for moving equipment for 2024: Discussed movement of equipment for 2024 season. Action: Yvonne/Michelle to transport equipment to Upper Hutt for conference in February.</p>	<p>Yvonne Di/Rachel M</p> <p>Di/Jenny/Janine</p> <p>Di</p> <p>Di</p> <p>Jenny/Janine</p> <p>Jenny/Janine</p> <p>Yvonne</p> <p>Yvonne</p> <p>Yvonne/Michelle</p>
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	Jenny/Di – communicate plan for licence upgrades. Fri night Artistic Conference – upgrade computers	Jenny/Di
ITEM 9	NZAC BUSINESS	
	<p>The NZAC summary of activities was presented to the committee.</p> <p>Coaches Planning meeting: NZAC are having a planning meeting next week, 20 January.</p> <p>Artistic Conference: 17 coaches expressed interest in attending the Artistic Conference so far. Sarah-Jane is working on the Artistic Conference programme. High performance squad skaters are invited, as well as those on the provisional list. There will be a \$50 fee for skaters attending, this will give them access to all the latest resources and sessions.</p> <p>Prime Minister Scholarship – funds: Workshops have been delivered in Auckland, Christchurch and Wellington. Funds remain from the scholarship received and NZAC plan to apply again this year. Draft Coaches Manual is being developed by Rachael. An overview was presented. Action: Committee approved coaches’ manual development, using the remaining funds from the Prime Minister’s Scholarship fund.</p> <p>Star Skate update: Freeskating has been completed. Dance almost finished. Timing change for resits is being clarified. Final work occurring to present at the Artistic Conference. Level 2/Level 1 marking guides are near completion.</p> <p>NZAC Mentoring programme: Status discussed and clarification sought. Planning to be presented at Artistic Conference. Action: Janine to update Committee on Committee decision re: NZAC Mentoring programme</p> <p>Coaching Accreditation renewal: Updates are underway to be completed based on Committee feedback. A Sunday Zoom session will be held to explain the changes and requirements to coaches.</p> <p>The following commissions were ratified via email:</p> <p style="padding-left: 40px;">Emily Clague – SSL1 Free Emma Bailey – SSL1 Free Jenny Bailey – SSL1 Free Janine Price – SSL1 Dance Meg Snowden – MSSC - CAC</p>	<p>Rachael</p> <p>Rachael</p> <p>Janine</p> <p>NZAC</p>

ITEM 10	SKATER'S REPRESENTATIVE	
	Phoenix proposed that Jessica Shirley support and help with updating the NZ Artistic Roller Sports social media Instagram account. Committee agreed.	Phoenix
ITEM 11	TEAMS AND EVENTS	
	<p>High Performance Squad</p> <p>NZ Artistic Conference 2024</p> <p>Sarah Jane Jones, and Sarah Johnston joined the meeting via zoom at 5.05 pm. Updates on the conference programme were discussed.</p> <p>The rink has been booked in Upper Hutt. The club needs the rink 3.00 to 5.00 pm on Saturday. Could be meal break in that time. No restrictions on the Sunday. On floor skating in the evening. No invoice received yet from Upper Hutt rink, maybe \$30 per hr for 15 hrs.</p> <p>Action: Janine to confirm status on invoice.</p> <p>Action: NZAC/NZAO next communications to clarify attendance for the conference</p> <p>High performance squad applications:</p> <p>Discussed high performance squad and provisionally accepted applications to consider requests. The following skaters were accepted onto the High Performance Squad for 2024:</p> <p>Jaydene de Roles - Freeskating</p> <p>Megan Cheetham – Figures, Freeskating, Solo Dance</p> <p>Lousha Russell - Freeskating</p> <p>Amy Stephenson – Freeskating</p> <p>Emma Fawthorpe – Solo Dance</p> <p>Reuben Johnson – Freeskating</p> <p>Hannah Dabrowska – Freeskating</p> <p>Katie Woods – Freeskating</p> <p>Willow Robins – Freeskating</p> <p>Georgia Davies – Freeskating</p> <p>Orla Jansen – Freeskating</p> <p>Saphire Castle – Solo Dance</p> <p>Eden Piquette – Solo Dance</p> <p>Ben Shirley & Pippa McKee – Couples Dance</p> <p>Reuben Johnson & Phoenix Reid – Couples Dance</p> <p>Committee discussed the current dance couples and agreed to</p>	<p>Janine</p> <p>NZAC/NZAO</p>

	<p>support couples in their international qualification aspirations with the medals they currently have, while also encouraging them to work towards further medal tests on a regular basis. This approach aligns with WS World events and will create more opportunities to grow skating internationally for NZ skaters.</p> <p>These skaters will still be required to meet the current medal test requirements for their solo events.</p> <p>Action: Janine to send reply to clubs and inform couples</p> <p>ITT Master List for review:</p> <p>Committee reviewed the list, for Janine to cross check and finalise for email ratification.</p> <p>Action: Yvonne to follow up with WS regarding the details of the 2024 German Cup.</p> <p>WS International Series</p> <p>Dates and locations have been set.</p> <p>Oceania Champs selection process</p> <p>Reviewed the ITT list for number of skaters against WS entry selection requirements.</p> <p>General discussion about potential medal test impacts for those intending to trial for Oceania and Worlds.</p> <p>World Champs</p> <p>2023 Wrap Up</p> <p>Overall, a good World Champs. A few issues with accommodation at the beginning. Skating wise, a few issues with the rink floor. Waiting on Managers Report.</p> <p>World Figure Cup</p> <p>2023 Wrap Up</p> <p>A first opportunity to compete internationally at this level. Competition went well and skaters were well looked after by the host country. The Committee would like to offer special congratulations to Ben Shirley who placed 2nd in Youth Mens Figures.</p> <p>2024 cup details are still being confirmed. Management Reports received.</p>	<p>Janine</p> <p>Yvonne</p>
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	<p>Team Management – Mental Health in Teams Course</p> <p>Discussed the benefits of doing this online course. Committee support this and Board has agreed to fund.</p> <p>Action: Michelle and Megan Hawley to enrol</p> <p>Oceania Medal Test Attainment due date:</p> <p>The Medal test attainment date for Oceania nominations need to be aligned to the last Area Championships close of entry date for all nominees, to be consistent and fair for all skaters' nominating.</p> <p>Action: Janine to email Area Committees and include in the newsflash regarding Oceania's information.</p>	<p>Michelle</p> <p>Janine</p>
ITEM 12	WORLD SKATE	
	<p>RollArt 2024 licences have been released.</p> <p>Organise for computers to be updated, on Friday night of the Artistic Conference.</p> <p>Transport of equipment from Yvonne's to Upper Hutt</p>	<p>Yvonne/Di/Jenny</p> <p>Yvonne/Michelle/Jenny</p>
ITEM 13	WEBSITE	
	<p>Updates have been actioned, and website is current.</p> <p>Archiving old photo galleries to be actioned.</p> <p>Layout of website improvements.</p>	<p>Di</p> <p>Rachael</p>
	GENERAL BUSINESS	
ITEM 14	Team Uniforms	
	<p>Discussion about scoping out an unofficial World summer uniforms that can be sponsored. Eg: Canterbury.</p> <p>Action. Agreed to trial introducing a new summer unofficial World uniform that can be sponsored.</p> <p>Embroidery and order timing:</p> <p>Discussed Paula's email about embroidery and order timing. Committee understood order timing needs re: sizing before end of February, order afterwards.</p> <p>Action: Agreed to keep the Oceania uniform for 2024.</p> <p>Action: Agreed for Janine to contact Paula for measurements of small, medium and large uniforms and let Paula know that we support her suggestions.</p>	<p>Michelle</p> <p>Janine</p>
ITEM 15	NEXT COMMITTEE MEETING: TBD	
	MEETING CLOSED: 5.55 pm	

