



Present: Debbie Flanagan, Jay Vanstone, Gord Gauvin, Roger Theriault, Brian diCenzo, Izzy Perry, Michelle Matte-Stotyn, Judy Renaud

Meeting called to order: 9:08 a.m. ET

**1. Approval of November, 2016 BoD Conference Call Minutes.**

BoD approved Minutes.

TASK: JUDY TO SEND FOR TRANSLATION

**2. Ratification of Dan Whitman as CWC Committee Member as per CWC recommendation.**

BoD accepted the CWC's recommendation.

TASK: IZZY TO NOTIFY THE CWC.

**3. Team pay-out ratification:**

Revision to PIM 4F – Chapter 8 – Paragraph 9: (see yellow for changes)

“Once a person or team is accepted as part of the CNT delegation he/she/it is entitled to a fair share of the AAS income and DA as described in 1 and 2 above **and subject to conditions below:**

- Replacements, alternates and camera flyers are entitled to equitable shares of the AAS income of the FPA and DA. in 1 and 2 above.
- Any person competing in more than one discipline/event is entitled to "one share" of the AAS income of the FPA **and DA.**
- **Any person who qualifies for more than one CNT in different disciplines and competes in separate WPC's in the same year in different locations, will be allowed two shares of the AAS income of the FPA and DA for the specific disciplines. Two shares are the maximum number shares per individual regardless of the number of WPC's attended.**
- **Any individual or team must place in the top 75% in their discipline at the WPC to qualify for funding.**

The BoD agreed to these revisions.

TASK: DEBBIE & MICHELLE TO NOTIFY THE CNTC.

**4. Office closure for Christmas/New Year Holiday:**

The office will be closed from Dec. 23<sup>rd</sup> to Jan. 3<sup>rd</sup>, 2017. Judy & Michelle to check emails.

**5. Financial statements:**

It was decided to shred financial statements from 2008 and older. See budget for discussion on hiring professional shredders.

**6. Twitter:**

Twitter is a free app and would benefit CSPA for media related discussions with other associations and other skydiving related topics. BoD discussed and Michelle is to open a twitter account.

**7. IPC Observer:**

The BoD approved official observer status for Alain Guerin for the 2017 IPC meeting. No financial obligation to CSPA.

**8. Chief Judge:**

BoD approved the recommendation for Randall Holmes for Chief Judge for the 2017 Nationals.  
TASK: MICHELLE TO NOTIFY BUZZ BENNETT.

**9. PIM 4B:**

The PIM 4B currently reads that competition should run for 6 days. A correction was received to change the PIM 4B to read the same as PIM 4A (competition to run 8 days as previously approved by the BoD.)

TASK: MICHELLE TO NOTIFY THE JUDGING COMMITTEE TO REVISE PIM 4B AND NOTIFY THE CNTC OF REVISION APPROVAL.

**10. Translation of PIM 4B:**

Two candidates expressed interest in translating of the PIM 4B. A miscellaneous document was sent to each to translate which was then sent to 9 French skydivers for review/comments.

The BoD discussed and agreed to hire Sandrine Roy. Deadline for completion is February, 2017.

TASK: MICHELLE TO CONTACT SANDRINE, CREATE CONTRACT AND SEND MANUAL FOR TRANSLATION.

**11. New Records:**

All documents pertaining to any/all records will be required to be sent to National Office.

TASK: MICHELLE AND DEBBIE TO NOTIFY BARB DAVIES.

**12. Judging Committee Chair:**

At the 2016 Pre-AGM, a new Judging Committee was formed and Buzz Bennett was named as "interim" Chair.

TASK: ROGER TO CONTACT THE JUDGING COMMITTEE TO CONFIRM WHO THE FULL TIME CHAIR WILL BE AND THAT PERSON WILL BE RATIFIED AT THE 2017 POST-AGM.

**13. IPC Decision process:**

Motion: (BD)

Seconded: (DF)

Carried unanimously

Moved: To revise PIM 5 Section 15.2 (see changes in red) (IPC Delegate & Alternate selection) to read:

"CSPA, by virtue of its affiliation to an agreement with the AeroClub of Canada(ACC), is entitled to appoint a Delegate and, if it chooses, an Alternate Delegate to the International Parachuting Commission(IPC). **These two officers will be appointed annually by the BoD after consultation**

with relevant CSPA Committees. The names are then sent to the ACC, which forwards them to the FAI for acceptance at the FAI General Conference (usually held in October each year). In this manner, the nominated officers are properly accredited and it is quite clear to the FAI and IPC who are the authorized representatives of a particular nation.”

This will take effect for the selection year of 2017.

14. **CWC:** (from CWC November meeting held in November)

- Solo revision was recommended:  
Currently: Fly a pattern to the landing area  
Suggestion: Fly a pattern to the landing area without any radio or other form of assistance.

CWC discussed this at their November, 2016 meeting and the consensus was to leave this section as written.

- Feedback on C1:  
Changes that were made last year to the 25 contacts to 3 hello/goodbye was greatly received. However, a few interesting observations were received. A few busy Dropzones have noticed that their coaches don't spend as much time with novices. Smaller dropzones haven't noticed a difference.
- Feedback on PFF conversion:  
Things will remain as they are. The CWC is working on getting more PFF Learning Facilitators to provide more PFF courses.

Break: 10:38 – 10:52 a.m.

- Revised CoPs:  
CWC are revising the CoPs exams (Solo to D). Deadline for revisions is the end of February, for BoD approval and then the Office will send for translation. All CoPs to be ready for the new 2017 season.
- CWC website:  
They would like control of their website back to make their own revisions/additions. BoD discussed and decided that for consistency, it would remain with the National Office.
- C3 program:  
Not a lot of new applications have been received mostly because they don't want to do a C2 program. CWC are very adamant about the C2 being done and this process and will leave as is. The 2- year certification has been removed.
- C3 Canopy Piloting will now be called Canopy Coach.  
The requirement for competition has been changed: EJR rated requirement and competition experience have been removed.

- C3 manuals:  
Translation needs to be a priority. They have found someone who is interested in doing the translation. Material has been sent to interested person and will be reviewed by the CWC and BoD for a decision. Price to be discussed during budget or after negotiation on price has been confirmed.

**15.** GCI rating is now a stand alone course. It is no longer part of the SSI program. Manuals have been removed from the SSI program with a few revisions and there is now a manual for GC program.

**16. New DZ in Tofino, BC approval.**

A new dropzone application was received and BoD reviewed supporting documents. The BoD found that the location does not meet PIM 1 Section 3.1 Obstacle requirements and therefore has been denied.

TASK: JUDY TO NOTIFY DZ AND T&SC OF DECISION.

Lunch: 12:21 – 1:26 p.m. ET

**17. PIM 1 revisions:**

Revisions were reviewed.

TASK: MICHELLE TO MAKE REVISIONS AND HAVE TRANSLATED.

Break: 3:00 – 3:15 p.m. ET

**18. PIM 5 – Section 11.2 addendum:**

**Aerial shots of all satellite landing areas are required to be submitted to the BoD for review and approval prior to issuance of any satellite insurance certificate.**

All other PIM 5 revisions will be completed and sent to BoD for review. Each Director will get a section of the PIM 5 to review. To be discussed on upcoming conference call.

**19. EJR tandem ratings:**

This is not a decision that CSPA can make or change without approval from Transport Canada. Transport Canada were contacted in the past and yet to get back to CSPA on their decision.

TASK: JAY TO NOTIFY ROB.

**20. EJR exam revisions:**

Minor changes were done and approved by the BoD. To be sent to T&SC for review.

**21. In-camera discussion:**

Meeting adjourned: 4:31