



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

Observers: Jason Warren – in person and Jocelyn Brunet via skype

Meeting called to order: 8:09 a.m. CST

1. Ratifications via email and Sharepoint:

- IS VFS team: Mike DiLisi, David Cvetanovski, Mitchel Whyte, Sebastien Plourde
- IS D2W team: Sebastien Plourde, Dave Cvetanovski
- CP selection – as per the CNTC, team selection will be done at the U.S. Nationals
- David Lutzky's resignation from the BoD and Presidency
- Izzy Perry's interim President position
- Debbie Flanagan's interim Vice-President position
- 2017/2018 Financial Statements from auditors
- January 9th, 2019 BoD Conference Call Minutes
- January 21st, 2019 BoD In-camera Conference Call Minutes
- PIM 1 – PFFI revision: Perform 25 PFF jumps with certified PFFI of which 10 must be in RSI role. To clarify only. No change to process
- CRM documents
- 2019 expense claim policy
- Rigger SMS documents
- PIM 4F revisions
- D CoP revisions
- Freely Ground Briefing
- Director's Agreement
- Chair's Agreement

2. Review of meeting with Chairs & liaisons

Michelle briefed the BoD liaisons on what to discuss with their individual Chairs.

3. Parachute Atmosphair Inc.

This Quebec dropzone has moved their dropzone and BoD reviewed for approval.

Motion: To approve the new location for Parachute Atmosphair Inc.

Moved: (GG)

Seconded: (IP)

Carried

TASK: JUDY TO NOTIFY LOUIS CROTEAU OF ATMOSPHAIR OF APPROVAL

4. 5M Demo Insurance coverage:

A few inquiries were received asking if the demo insurance can be increased from the current 3M to 5M coverage. The National Office did a survey and the consensus from majority of demo jump organizers was they do not want the increase coverage as the price increase is not worth it. Insurance policy remains at 3M coverage.

5. Parachutisme Victoriaville legal fees invoice:

CSPA received a legal fee invoice in the amount of \$258.69 in their on-going legal case. BoD discussed and approved.

Motion: To approve legal fees invoice from Parachute Victoriaville for \$258.69 to be paid from the Defence Fund.

Moved: (KV)

Seconded: (IP)

Carried

TASK: MICHELLE TO NOTIFY PARACHUTISME VICTORIAVILLE AND ISSUE CHEQUE FROM DEFENCE FUND.

6. Insurance policies:

The new insurance policies for the National Office, Directors & Officer's insurance and 3M Third Party Liability.

Policies were all approved by BoD.

The 3M Third Party Liability insurance policy will now include non-owned aircraft damage claims, for damage sustained in flight by a skydiver. The liability limit on this policy will be \$50,000 to match that of the USPA policy. This will ensure that CSPA jumpers are not turned away at USPA dropzones. Any access to the aircraft damage portion of the policy will require the jumper to pay the \$2500 deductible.

TASK: MICHELLE TO SEND OUT NOTICE TO ALL DROPZONES.

7. Taxes, insurance and seat selection when booking flights:

The Office reminded BoD members when submitting expense claim back-up, it is mandatory that the tax break-down accompany their expense claim or reimbursement will not be paid. Seat selection and insurance coverage on flights will not be reimbursed by CSPA, unless in accordance with the Expense Claim Policy.

Break 9:00 – 9:25

Chairs arrived:

Barb Davies, Monique Andrie, Randy Holmes, Doreen West-Gemmell, Bill Pentney, Anna McAvoy, Brian Cole, Tarek Ayoub and Ian Flanagan - Treasurer.

9:30 – 11:00 - BoD Liaisons met with their Chairs for discussions on various topics.

11:00 – 12:00 - BoD only reconvened and discussed discussions held with their liaisons. Award committee was created to review award applications received:

12:00 – 1:00 Lunch

1:00 – 1:30 BoD reconvened to finish previous discussions.

1:30 – 2:35 Chairs returned. Updates on committee topics.

2:35 – 5:00 Chairs & liaisons sat together to finish any outstanding items from the morning sessions.

Meeting adjourned: 5:00 p.m. CST