

SVFSC Board Meeting
October 11th, 2020
5:00 pm

Officers: Jessica– President, Shannon – Vice President/Secretary, Miranda - Treasurer
Board Members: Sarah, Daniel, Amie, Anita, Zoom-Ginger
Others: Kayla, Maegan, Amy B., Roberta, Zoom- Heather
Absent: Melissa

Call to Order @ 4:31 pm (started early because show clean-up was done)

Secretary's Report

Motion to accept –Miranda Miranowski
2nd –Amie Benedict -All in favor- motion carried.

Consent Agenda

Motion to accept – Sarah Peterson
2nd -- Amie Benedict -All in favor- motion carried.

Additions

1. Spring Show
2. COVID Response

Treasurer's Report Club account Balance of \$20,398.10 (+ \$4,331.34 initial gaming expenses. Gaming will eventually repay this amount to the club account at some time in the future).

Gaming: \$9,069.45 Total net profits after quarterly expenses.

Motion to accept – Jessica Seelye
2nd –Anita Medenwaldt -All in favor- motion carried.

Old Business:

1. Charitable Gaming: machines are doing great since installation. Amy will contact Anita on runner training once she gets the hang of everything. Will add 2 new machines in the 4th quarter since the machines are doing so well.
2. Fall Ice Update: ice will cost \$80/hour with a total of \$720. A total of \$1000 on early fall ice fees paid to the club for a \$280 profit.
3. Fall Premiere: no synchro and try to have groups less than 5 skaters. Locker rooms will be for changing only and once changed the skater must come out of the locker room. Will do a large group photo after the show on Sunday. Will allow 4 tickets per skater per show at \$5.00 a piece and they will be color-coded per day. No refunds allowed. Will have a table set up in the lobby for 2019-2020 senior recognition. The entrance to the ice will be the Zamboni door on the north side of the arena to allow for more space for skaters.
4. Fall 2020 Registration Dates – September 27th from 4pm-6pm and October 18th from 3:30pm-5:30pm.
5. Fall Fundraiser: tabled till October so Amy can check what is needed for getting the raffle set up. Will do prizes of \$500, \$300, \$100, \$100, \$50, and \$50.
6. No update on apparel website but will get completed by registration. Amie will check into ordering masks from a local organization.
7. Will add mask update to COVID waiver for Fall session.
8. COVID Regulations: limit lobby time and will have parents use bleachers for viewing, masks are encouraged, skaters/parents are to leave the arena within 15 minutes after getting off the ice.
9. Advanced Requirements: Kayla & Heather to discuss since competitions will probably not be included due to cancelled events – might be more on test level, ice time, etc.
10. Discussed who needs to take SafeSport programs
11. Skater Spotlight Discussion: will start after fall registration – Miranda will do up forms with hobbies, etc and Jess or Miranda will post possibly weekly on Facebook

New Business

1. Charitable Gaming Update:

- a. System e-mails Amy a quarterly summary that needs to match Roberta's report for each period.
- b. We need to get the Trust Account established so trust amount can be deposited from now on. Jessica Seelye motioned that we authorize the establishment of the Gaming Trust Account with the SVFS Club Board President (currently Jessica Seelye), Vice President (currently Shannon King), and Treasurer (currently Miranda Miranowski) having full authorization/access to the Gaming Trust Account, and the Gaming Auditor (currently Roberta Schreiber) having read only access to the Gaming Trust Account. Motion was seconded by Miranda Miranowski. All in favor-motion carried.
- c. This quarter, so far, we are bringing in about \$1000 per day, but we are paying out slightly more than that (this can happen as all prizes went back in)
- d. Amy will ask if we can pay FPN more than once per month and if bills can line-up with the quarter.
- e. Amy needs to close the within 14 days of quarter end (either before or after) Roberta needs to send quarterly report to the state by the last day of the month.
- f. If we decide to do a raffle, Roberta will need to include raffle information on the state report.

2. Fall Premiere Discussion:

- a. Went well.
- b. There were some mask issues.
- c. Will use corner entrance and chairs in the hallway for spring
- d. Mike asked if we have a different location for our set boards? If not, he will look for options.

3. Fall Fundraiser:

- a. Raffle ticket payouts:
 - \$500, \$300, \$100 (2), \$50 (2) total \$1,100
 - If we ever go over \$500 prize the process is different
- b. State Gaming Requirements:
 - Must fill out:
 - Raffle Summary (raffle forms)
 - Raffle Ticket Distribution log-single ticket (raffle forms)
 - Prize Register (general forms)
 - Record of Winners (general forms)
 - Who to print: Anyone can print, but we need a sample ticket and an invoice
 - Must all unsold tickets turned back in
 - Tickets must have-
 - Name of Organization
 - Ticket Number
 - Price of Ticket
 - Prizes
 - Licensing Authority is Attorney General of North Dakota
 - Licensing Number, our gaming number G-1045
 - Need to be present or not to win
 - Date/time of drawing-December 20 at 6pm.
 - Location/address of drawing
 - Statement that it is not a charitable donation
 - Do not need a city permit.
- c. The Fall Fundraiser will be 750 tickets with each skater selling one of tickets. This was discussed via e-mail October 16, 2020. Tickets are \$5 each and there are 10 tickets per book.

4. Apparel Website Update:

- a. Heather is meeting with Tyler to put up the website. She will ask if we bring our own items for printing/embroidery
- b. Regular apparel items will be available plus new items (joggers, long-sleeve sweater tops, and mittens)

5. GoMotion Program Discussion:
 - a. Board members will have certain roles with some of them being administrators. President and Vice President will be at the top.
 - b. Coaches will have coach roles.
 - c. Jess motioned that we adopt GoMotion and the club will cover the 1% fee charged per transaction. Daniel seconded. All in favor- motion carried.

6. Volunteer Opportunities for Parents:
 - a. Clean club room
 - b. Run skates to Fergus Falls for sharpening
 - c. Ice monitors/music player all blocks.
 - Check skaters in and out. Skaters will check-in at music station
 - We will use Sign-up Genius for now and will switch to Go Motion Later

7. Club Room Wish List:
 - a. Vacuum-Jess will look into purchasing
 - b. Tablets for music and ice monitors. Ask coaches look into what they need. Wednesday after the meeting was Prime Day and Kindle Fire 10s were on sale. A discussion through e-mail on Wednesday, October 14 approved the purchase of two tablets and accessories.
 - c. Gaming supplies-Office supplies are to be purchased by the club. Jess will buy
 - Boxes to store paper records (Roberta will let Jess know size)
 - Rubber Bands
 - Paperclips

8. Advanced Skater Volunteer Opportunities: Tabled until November
 - a. On ice monitor for when younger skaters are on the ice

9. Holiday Show: will be held on December 20th @ _____. Table discussion until November.
 - a. Guidelines:
 - b. Pre-sell Tickets? – This was helpful
 - c. Concessions? – unlikely
 - d. Decorations: -Have from last year
 - e. Programs:

10. Advanced Pictures: discuss in November, coaches (Kayla, Heather, and Maegan) will know who will be advanced by then

11. Gold Status for Coaches: Discussion about coaches accomplishments. Congratulations to both Coach Kayla and Coach Heather for earning gold medals.
 - a. Kayla Hammond earned Adult Gold Moves in the Field, March 6, 2020
 - b. Heather Pietron earned Senior Moves in the Field, March 7, 2020

Additions:

1. Spring Show
 - a. Hockey is starting two weeks behind, so Mike asked if we would consider doing the show in April. April will not work for our show.
 - b. Hockey will be done the 20th. Our show is currently March 27th/28th. We will have one week of free reign of the ice. The 1st week of practice, we may have ice 6-8 pm for show practice. We may have am practices for advanced.
 - c. Theme for Spring 2021 show will be Decades.

2. COVID
 - a. The club needs to develop guidelines for when skaters cannot be here. Anita will call Richland County Public Health and we will have a discussion through e-mail to follow-up.
 - b. Group Lessons

- i. See how things go week-by-week
- ii. Advanced will not be used for Basic Skills unless contacted by Heather or Kayla
- iii. Advanced need to leave when done with Private Ice.
- iv. Would like to have one Board Member here weekly to help with crowd control.

Adjournment @ 6:12 pm

Motion by -- Shannon

2nd – Sarah – all in favor- motion carried

Next meeting @ 6:30pm on 11/08/2020 at the arena

Current Board Membership:

Jessica Seelye- President (officer term-2020-2022, board term (2014-2023), board term ends 2023)

Shannon King- Vice President (officer term-2020-2022, board term (Feb 2019-2024), board term ends 2025)

Miranda Miranowski-Treasurer (officer term-2019-2021, board term (2018-2022), board term ends 2022)

Amie Benedict-Past President (board term (20??-2021), board term ends 2021)

Sarah Peterson (2018-2022, second term, board term ends 2022)

Ginger Schillinger (2018-2022, second term, board term ends 2022)

Anita Medenwaldt (2019-2021, first term, eligible for second term)

Daniel Beasley (2020-2022, first term, eligible for second term)

Melissa Snyder (2020-2022, first term, eligible for second term)

Board terms are two years

Board Members may serve two consecutive terms (unless their officer term extends past this limit). Then they must sit off the board for one year before seeking another term on the board.

Board members are eligible for an officer position after one year on the board. Officer terms are two years, followed by one year of mentoring their replacement. Then they must sit off the board for one year before seeking another term on the Board.

Gaming:

Amy Beasley- Gaming Manager

Roberta Schreiber- Gaming Auditor

Coaches:

Kayla Hammond-Operations Director and Head Coach

Heather Pietron-Learn to Skate USA Director and Coach

Maegan Bellmore-Learn to Skate and Private Lesson Coach