

SVFSC Board Meeting
August 17, 2025
6:30 pm

Meeting Minutes – Amanda Crouse

Call to Order: at 6:32 by President Melissa Snyder

Board Members Present: Melissa Snyder, Will Berger, Jesse Schuler, Alyssa Waskosky, Andy Schillinger, Erica Olson, Brittany Myszka

Contractors and Club Members Present: Katie Rauber, Cortney Mann, Amy Beasley, Heather Awender, Amanda Crouse, Bethany Rausch, Kayla Hammond, Shannon King

1. **Welcome New Board Members – Jesse Schuler & Alyssa Waskosky**
2. **Approve Agenda-** motioned by Will, second by Andy – motion passed
3. **Secretary’s Report-** Approved virtually
4. **Treasurer’s Report:** motioned by Andy, second by Will – motion passed

Account	Ending June	Ending July
General Account	\$73,240.46	\$72,928.36
Trust Account	\$13,134.23	\$24,288.38
Gaming Account	\$316,364.80	\$294,169.27
Money Market Savings Trust	\$20,049.36	\$46,036.21
CD Trust	\$155,000.00	\$155,000.00

5. Bookkeeper Report -

- a. Once over of previous year expenses and income – Report provided
- b. Gaming Paperwork - checks and balances, bookkeeper to monitor pattern of incorrect directives and report back to the board.
- c. Taxes were sent to Julson’s - filed and completed
- d. Coches Spreadsheet/Form for payment and reimbursement – when contractors are submitting hours for billing, a description of the work is required to be turned in along with the hours. A template can be provided if requested, to be shared with coaches during the coach’s clinic.

6. Gaming Report – 2nd Quarter 2025

- a. Wendy reported 31 hours, and Amy reported 10 hours for the quarter. During the 2nd quarter, five deposits were identified as being incorrect; three were resolved, while two resulted in a \$221 shortfall. All deposits will be made on the same day from now on, directly from Driftwood to Bell Bank. A night drop key has also been requested by Amy from Bell Bank to allow for after-hours deposits.

7. Old Business

- a. The theme of the Spring Show decided by Show Directors and approved by the Board of Directors, SVFSC Skates the Calendar. The show title will be determined at a later date.

- b. Coach and other contractor contracts signed – Kayla, Heather, Katie, Bethany, Cortney, Amanda, Ginger, Amy, and Wendy
- c. Coaches Contracts, Intent to Coach Private Lessons –
 - All coaches will fill out this form each year.
 - Will be made available on the website.
 - Coaches may be contracted to teach group lessons and not be rewarded with the ability to coach Private Lessons; the board will make decision with input from directors.
 - will help in making sure all Private Lesson Coaches are compliant with USFSA and LTS.
- d. Furniture- has been ordered and delivered.
 - i. Ben removing items from the club room- old tables, desk and long filing cabinet.
 - ii. Tables from the club room will be moved to another area in the arena to be used.
- e. Harness – on hold until Summer of 26. Head of the Red is looking at updating the bleacher, this project may be done in conjunction with that project. Andy will be in contact with Head of the Red.

8. New Business

- a. Update contact information for board members – sheet was passed around for Board Members to provide data.

Action Item: Melissa to share updated info with board members and coaches
- b. Board Pictures- individual pictures of board members to be added to the website along with contact information. Picture may be taken on September 14th during advanced photos, TBD.

Action Item: Melissa will communicate with all board members on timing for pictures on Sept 14th during advanced photos if this is approved by the photographer.
- c. Ice Dance Intro Class – Motion by Will seconded by Jesse, motion passed
 - Cortney will lead a 5 session Introduction to Ice Dance class starting during Early Fall Ice and extending into the regular fall session. Skater must have passed Free Skate 2 to register for this class.
 - Class will be progressive – please plan to attend all classes.
 - Payment will be \$25 for all 5 sessions
 - Classes dates: Sept 21st & 28th from 7-7:30 & Oct 10th, 17th & 24th from 5:15-5:45
- d. Logo –
 - i. Discussion about having the new club Logo Copyright/Trademarked which will limit the use of the Logo to board approved vendors.
 - 1. *Action Item: Mellisa to look into cost and process to Trademark / Copyright our logo, reporting back to board at next meeting*
- e. Dressing Room – Todd’s Home Services looked at area, will be providing bid. If others have suggestions for contractors, please email president@svfsc.org for additional bids to be made.
- f. System for checking skaters on and off the ice –

- Melissa, Ginger & Amanda met with Adam from Digital Guru. He is researching an option like a time clock system for checking and tracking time skaters are on the ice during private ice blocks. The earliest system like this will be able to be installed is November. Adam will be reporting back to Melissa on the findings.

g. Ice Blocks

i. Discussion around any changes to the current ice blocks

1. The board is not recommending any changes to the blocks for the first session.

- Saturday Morning Advanced Class will be changing to a Skating Skills (previously Moves in the Field) Class.

- Lead by Kayla & Heather with some assistance from other coaches as needed.

- Open to coaches who would like to learn new moves or are working towards testing moves.

ii. Discussion about selling packages instead of purchasing specific blocks of ice or punch cards

1. Packages of ice by the hour with an unlimited option, the more hours purchased the less expensive package per hour.

2. Pros

- a. Provides for more flexibility for skaters
- b. Easier to register on the member side of things
- c. Work well with a time clock system if the board decides to install something
- d. No need for walk on ice options
- e. No need for any type of punch cards

3. Cons

- a. Number of skaters on the ice
- b. Ice monitoring

4. Discussion – nothing being changed until system for checking skaters on and off ice is finalized. Jamestown sells Unlimited Option, which would be worth visiting with them. The committee was formed to discuss changes and make recommendations for packages to the board.

Action Item: committee of Kayla, Melissa, Alyssa will do some research on Check-In and Unlimited / Minute Packages. Ginger will also be asked to serve on this committee if able.

h. Additional Gaming Runner

- i. Amanda has approval from the state to be our third gaming runner and has agreed to fill this role.

Action Item: Amanda to complete paperwork & Training with Amy.

i. Competitions for LTS for the upcoming year

- i. Leap and compete –

1. Dakota Series - motion to discontinue by Will seconded by Andy – motion passed.
2. Date set for Feb 21st, Registration Due Jan 25th
 - a. Late Registrations, 1 week after registration date ends, with a \$10 late fee.

Action Item: Heather will write a letter and forward to the board for approval before sending it to Watertown Figure Skating Club

Action Item: Heather will work on updating the competition logo.

- ii. Information for recommended competitions SVFSC Coaches plan to attend with skaters
 1. The decision for where to compete lies with skater's private coaches/parents not with the board. If a change is to be made to the competitions coaches plan to recommend to skaters and are planning to be available to coach request that this information and dates for competitions be shared with skaters as soon as available.
 2. The coaches per diem rate and hotel reimbursement for competitions outside of the recommended list prepared by coaches will be determined on an individual basis.

Action Item: Cortney & Kayla to make a list of potential LTS & Advanced Competitions, sharing with Katie & Heather. They will come up with a list to then share with the Board & Parents/ Skaters.

j. Coaches

- i. Intent to Coach Private Lessons
 1. Google Form completed, sent to Ginger to be added to the website
- ii. Coach's Clinic – Date – TBD

Action Item: Kayla & Heather – schedule coaches' clinic – communicate with President & Bookkeeper & Skate Safe to get needed info to coaches.

iii. Compliance Checks

1. Compliance checks for board members, coaches and skaters need to be completed various times throughout the year, this is done by the Skate Safe Coordinator.
 - a. We will be looking for a new Skate Safe Coordinator to work with Shannon in order to complete some mentoring prior to taking on this role.

Action Item: Shannon – add to Skate Safe Coordinator Job Duties to check compliances July 1st for Coaches doing 'summer ice'

- iv. Coaches for LTS Group Lessons – it will be a requirement for coaches to teach group lessons to be a Private Lesson Coach - motion by Alyssa seconded by Andy – motion passed

9. Early Fall Ice

a. **September 21st- Oct 3rd**

- i. Sundays 4:00-7:00pm (possible 8pm) 9/21 and 9/28
- ii. Tuesday 6:00-8:00pm 9/22 and 9/29
- iii. Friday 6:00-8:00am 9/26 and 9/3
- iv. Fees for early fall ice – same as regular ice, no change to fees from last year.
 - All Ice will be available in ½ hour blocks.
 - Bonus Ice Punch cards from the Spring are still valid.
 - Even if using punch cards, waivers need to be signed online.
 - Fergus can skate for the same price as SVFSC.
 - Registration will close 1 day before Ice Starts

10. 2025 Fall Ice Session –

a. Ice times/Start Dates and fees

- i. Tuesday October 7th
 1. 6-8:00 am
- ii. Wednesday the 8th
 1. 6-8:00 am
- iii. Thursday the 9th (First night LTS)
 1. 6:45-8:15pm (9th,16th,23rd)
 2. 6:30-8:00pm (10/30 on)
- iv. Friday the 10th
 1. 6-8:00am
- v. Saturday 11th
 1. 7:15-10:00am
- vi. Sunday 12th (First night LTS)
 1. 2:30-6:45pm

Action Item: Kayla will sed out updated schedule with changes due to Ice Dance & Other items

b. Holiday Expo

- i. December 21st
 1. admission will be food pantry item or monetary donation
 2. advanced skaters will deliver to the food pantry

Action Item: Ginger put on LTS registration page that Fall Registration includes the Holiday Expo.

11. Advanced Show Requirements – Kayla/Heather – **Tabled until Sept**

Action Item: Heather and Kayla will review the requirement for the advanced show and present at the September board meeting.

12. Advanced Photos

- a. Scheduled for September 14th
- b. Ten Little Chickens – only charging club milage.
- c. Banners for our seniors will be \$30 each – Jasmyn & Emma
 - 12:30 Advanced Photos – Golf Course Bridge / Fountain
 - 2:30 Senior Banner Photos – at arena, Hockey to
 - 4:00 Senior Shoot - \$30– hockey and figure skating – will take 5-6 photos on ice, email in a group to those who want them.
 - Coach & Board Members Pictures – TBD

Action Item: Kayla will send out an email to the Advanced Skaters with information for picture day.

13. Committee Updates

- a. Kick-off Committee –
 - i. Heather, Amanda, Sarah, Katie, looking for a LTS parent to join this committee
 - ii. Budget-Last Year \$3,000- no change
 - iii. October 5th, Time TBD
- b. SVFSC camp
 - i. Point of Perfection Coaching – 4 coaches will be coming
 - ii. November 15-16
 - iii. No group lessons after camp on Sunday
 - iv. Budget – Last Year \$20,000 – no change made
 1. Increasing cost for skaters: - motion by Erica second by Brittany, motion passed
 - a. Advanced \$125
 - b. LTS \$80
 - c. Snowplow / Basic \$40
- c. Volunteer Committee-
 - i. Members to include Erica, Heather, Jill & Amanda
 1. Considering mandatory volunteer meeting prior to events
 - ii. Looking for volunteers
 1. Bulletin Board Updated – Work with Ginger to update coaches' information to coincide with website
 2. Competition Gift Bags – in the past request was sent out prior to competition looking for individual to put together
- d. Financial Assistance
 - i. Will continue to offer, no changes

14. Concussion Headbands

- a. Additional head bands are needed for the upcoming season; Amanda will determine sizes needed.
 - i. Motion by Jesse to order 50 additional band seconded by Alyssa-motion passed

Action Item: Amanda to determine sizes needed and order headbands.

15. Skate Library

a. Committee

- i. Amanda, Alyssa, Cortney, Sam – still in need of a chairperson
- ii. Amanda, Ginger & Erica will check skates before early fall ice.
 - Agreement altered to say member has to pay \$10 for sharpening by SVFSC approved sharpener at time of return. If not sharpened account can be charged.
 - Additional policy change recommendations to be sent to the committee.

16. Headwaters Day

- a. Katie will assist with organizing a table to set up with Snow Cones, stickers and other items.
- b. September 13
- c. Last year 9am-2pm

Action Item: Amanda will fill out the registration and pay the fee

Action Item: Katie and Heather send volunteer needs to Ginger to be posted for Headwaters day.

17. NDSCS Parade

1. October 4th @ 10 am.
2. 10 and under need adult with them
3. If participating in parade must register online ahead of time, at least by night before and sign waiver

Action Item: Heather send a request to Ginger to turn on online waiver / signup for parade

Action Item: Jesse, Will & Heather to coordinate float. Will need to arrange to get print out of those registered to make sure everyone participating has signed waiver.

Action Item: Melissa complete parade registration form.

18. Committee members and duties

- a. Update list for any changes
- b. Table Set Up in Lobby with board member or advanced parent first 2 weeks of LTS lessons and week prior to events to answer questions

19. Board Member Volunteer Credit-

- a. Changes to wording in policy for board member volunteer credit
 - i. Board members will receive \$50 credit for being on board and can earn up to 100\$ per skater at the rate of \$10 per hour for any additional volunteer time. Minimum requirements for volunteer hours are waived for board members. Board members do not receive credit for attending board meetings.

20. Gift/Memorials

- a. Weddings, Births, Funerals, Illnesses – if someone hears of something that should be recognized it should be brought to the attention of the President. From there the Exec committee will handle it.

21. Important dates were discussed and a list provided to the board prior to the start of the meeting.

- a. Motion by Will seconded by Jesse to approve all dates discussed at the meeting. motion passed

22. Future meeting dates

a. Changes to days and/or time?

- i. **September 14th**
- ii. **October 12th**
- iii. **November 9 – St Cloud – possibly move to weekday before.**
- iv. **December 14**
- v. **January 11**
- vi. **February 15**
- vii. **March 15**
- viii. **April 12**
- ix. **May- meeting will be scheduled if needed**
- x. **June 14th**

23. Closed Meeting

Adjourn approx. 9:45pm