

SVFSC Board Meeting
June 11, 2023
6:30 pm SVFS Club Room Meeting

Officers: Shannon King– President; Erica Olson– Vice President; Amanda Crouse – Treasurer, Sarah Peterson-Secretary
Board Members: Miranda Miranowski, and Melissa Snyder
Others: Kayla Hammond, Heather Awender, Bethany, Jessica, Audrey
Absent: Rachelle Klein, Angel Koltos, and Andy Schillinger

Call to Order @ 6:59pm

Secretary's Report- Virtually Approved in April

Sarah Motioned to approve agenda and Miranda seconded. Motion carried.

Treasurer's Report: April 1, 2023 thru May 31, 2023.

1. Club Account: \$27,709.91
2. Trust Account: \$241,604.59
3. Gaming Account: \$169,669.26

Miranda motioned to approve the treasurers report and Sarah seconded. Motion carried.

Old Business:

1. Board Decisions via e-mail/survey between April Meeting and June Meeting
 - a. The club will pay \$20 per skater per session towards the cost of summer dance. Skater/family would pay the remainder of registration. Approved via email vote.
 - b. Coaches Contract Updates Approved via survey vote
 - Kayla's Spring Show payment shall be disbursed after completion of the Spring Show and her Holiday Expo/Show payment be disbursed within 10 days of Holiday Expo/Show. Approved 7/7
 - Increase total additional payment amount for each Director to \$1375. Disburse Kayla's as \$250 Holiday, \$125 L&C, \$1000 Spring Show and Heather's as \$375 L&C and \$1000 Spring Show. Approved 6/7
 - Have Katie Rauber invoice all of her show hours and submit them for payment like the directors do. Approved 5/7
 - Add the following to Billable Hours for out of town LTS coaches: "Drive time to and from the arena for coaching activities (group lessons, Holiday Exp/Show, and Spring Show, etc)" Approved 5/7
 - Add to LTS coaches Billable Hours: "Spring Show Coaching Hours, if asked to substitute or assist beyond assigned show groups" Approved 7/7
 - 7/7 approved all contract changes as identified in the June 1, 2023 email and in the documents attached to that e-mail. These changes were primarily to clarify information, standardize contracts, remove no longer relevant information, add additional billable hours.
2. Logo Design Follow-up – Shannon will send survey via email to board to cast vote on preferred logo for on the ice and update to the main logo.
3. Advanced Jackets- Melissa is working with Grippers to get samples for advance jackets. She hopes to have samples to share with the club on the night of the pool party.
4. Signing Contract question- 6/7 approved signing digitally; however, 4 of them approved sending them out signed by the board and 2 approved having the board sign them after they are returned signed by the coaches. Amanda motioned to sign the contracts after the coach signs and return the contracts. Erica seconded. Motion carried.

New Business

1. Future Dates
 - a. Early Fall Ice – Starts September 18, 2023 – cost to SVFSC \$1000 – coaches are working on creating a schedule.
 - b. Regular Season Fall Ice - date too be determined (typically starts the second Monday in October)
 - c. Spring Show 2024 - March 23 and 24 (times too be determined – may need to consider time adjustment due to Palm Sunday)
 - d. Spring Banquet Sunday, April 28, 2024 at the Wahpeton Community Center. Park Board marked us down for a donation of \$250 for use of Gymnasium and Kitchen/Dining Room (current full day rental is \$350). Note: ask for microphone and screen/projector when picking up keys.
2. 2023-2024 Contracts (Shannon will send contracts out this week)
 - a. Coaches
 - Directors and adult LTS by June 30-Kayla, Heather, Katie R., Bethany, Breanna, Kelsey, and Maddy
 - Junior Coaches, Apprentice Coaches, Substitute Coaches, Dance Coaches-fall prior to start of Season
 - b. Gaming Manager/Runner, Bookkeeper, Marketing and Communications by June 30
3. 2024 Spring Show Theme (Billboard Hits from 1984 until Present)- Shannon will create Facebook Title Contest with 2 show tickets to winner – June 28 deadline.
4. 2nd Session of Summer Dance – Amanda motioned to offer dance class to home club with deadline of June 29 then open it to the Fergus Falls club. Miranda seconded. Motion carried.
5. U.S. Figure Skating Membership increases:
 - a. 1st Member from \$60 to \$70
 - b. Subsequent Member from \$30 to \$35
 - c. Introductory from \$40
 - d. Subsequent Introductory \$35
 - e. Learn to Skate USA from \$15 to \$17
 - f. Our Memberships currently charge \$5 beyond U.S. Figure Skating Membership Fee for Club Membership
 - g. July 1 U.S. Figure Skating Association Membership Fees pay for summer skaters, 2023-2024 Board Members, Directors and adult LTS coaches.
6. Committee Reports
 - a. 40th Year Planning Committee-Coach Bethany, Shannon King, Roberta Schreiber, and possibly Ann Smith
 - b. Kick-off event: Ideas include supper, cupcakes, door prizes, games, dance party, coaches meet & greet, t-shirts, mini handbook, parent meeting. Sarah motioned to set budget of up to \$3,000 for kick off event. Miranda seconded. Motion carried
 - c. Camp December 2-3, 2023: Currently working on schedule, coaches, fliers/brochures, registration, T-shirt & hat, additional facility, nutritionist, IJS information, speaker, etc. Committee with present budget at August meeting.
 - d. Financial assistance:
 - Amanda motioned to pay U.S. Figure Skating Membership fees for all club members for the 2023-2024 season. Erica seconded. Motion Carried.
 - Amanda motioned to move forward with the proposed financial assistance form with the update of \$100 for learn to skate and \$150 for advance skaters and allow for flexibility with dates. Melissa seconded. Motion carried.
 - Melissa with work Heather for additional options for learn to skate.
 - e. Volunteer Requirements – tabled until August.
 - f. Bylaws: Melissa motioned to approve the proposed additions to Article 3 and 5. Sarah seconded. Motion carried.

7. Club Survey results
 - a. 3 things the club did well- Communication was improved, more coaches/additional advanced coach, show organization/show costumes
 - b. 3 things the club could improve on – Communication (timing, location of emails), Costs, show set/announcing, more practice time, more and earlier advertising for sessions/spring show, delegate tasks, have coach coverage for ice during advanced competitions, parent/information meeting at start of season and for show, clarification of skater levels (beginner, low free skate and advanced)
 - c. Email and then Facebook were top two ways people wanted information
 - d. Other Communication Suggestion Remind App, Teamreach app/group text, paper handouts, more use of bulletin board
8. Fall Registration to do before August Meeting
 - a. Review and update agreements in Go Motion, add one about spring show qualifications
 - b. Advanced Show Requirements
9. HOTR Updates – next meeting is scheduled for June 12, 2023
10. Billable Service Addition to Marketing and Communications Contract Addition- Sarah motioned to approve the proposed additions. Melissa seconded. Motion carried.

Sarah motioned to adjourn and Amanda seconded. Motion carried.

Meeting adjourned at 8:07pm

Next meeting @ 6:30pm on 8/13/2023 Zoom ONLY

Future-Off Season- Board Meetings

1. Regular Meetings
 - July 9 – No meeting, Enjoy Summer
 - August 13 - 6:30 pm, Zoom only
 - September 10 - 6:30 pm, In person/Zoom
2. Special Meetings-
 - Committees as needed
 - Executive Board as needed

On-going and Future To Dos:

1. Club communication documents
2. Event Binders
3. Master Calendar

Current Board Membership:

Shannon King - President [officer term-2020-2023, board term (Feb 2019-2024), mentor year 2023-2024]

Erica Olson–Vice President [officer term 2022-2023, eligible for re-election; board term (2021-2023), first term, eligible for second term]

Sarah Peterson- Secretary [2nd officer term 2022-2023) board term (Feb 2018-2023)]

Amanda Crouse - Treasurer [partial officer term 2022-2023, eligible for re-election 2x or mentor year; board member (2022-2024, first term, eligible for second term)]

Miranda Miranowski board member (2018-2023, second term, board term ends 2023, mentor year 2022-2023)

Angel Koltes– board member (2021-2023, first term, eligible for second term)

Rachelle Klein– board member (2022-2024, first term, eligible for second term)

Andy Schillinger– board member (2022-2024, first term, eligible for second term)

Melissa Snyder– board member (2022-2024, first term, eligible for second term)

Board terms are two years

Board Members may serve two consecutive terms, if re-elected (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. Officer terms are one year; officers may be re-elected for a second consecutive term; some terms are followed by one year of mentoring their replacement.

Gaming:

Amy Beasley - Gaming Manager

Jessica Rugland - Gaming Auditor

Coaches:

Kayla Hammond - Operations Director and Head Coach

Heather Awender - Learn to Skate USA Director, Leap & Compete Coordinator, and Coach