

SVFSC Board Meeting
August 16, 2026
6:30 pm
Wahpeton Breckenridge Chamber of Commerce Board Room
Submitted by Amanda Crouse, Bookkeeper – acting Secretary

Officers: Melissa Snyder & Will Berger

Board Members: Alyssa Waskoski, Courtney Krump, Rizzi Heger, Nathan Krump, Brandon Caulkins

Others: Sam Berger, Katie Rauber, Amanda Crouse

Zoom: Kayla Hammond, Bethany Rausch, Heather Awender, Sara Durytskyi, Cortney Mann

Call to Order 6:32 by President Melissa Snyder

Approve Agenda Motion by Alyssa, seconded by Brandon – passed

Welcome New Board Members – Rizzi, Courtney, Nathan & Brandon

Secretary's Report- Melissa read the June Meeting Minutes – motion by Will, seconded by Alyssa - passed

Treasurer's Report:

- General Account:
 - Checking: \$27,483.61
 - Money Market: \$50,140.60
 - CD 1865: \$51,161.64
 - CD 6069: \$100,000.00
 - CD 6068: \$100,000.00
- Trust Money
 - Checking: \$4,706.92
 - Money Market: \$14,460.94
 - CD 6210: \$101,770.13
- Gaming Account
 - Checking: \$166,352.95
- Bookkeeper Annual Report: Taxes were filed. There will be a budget update along with the account transactions and summary each month.

Gaming Update

- New machines – on hold due to issue with State vs City and the fact that Woods & Irons doesn't have a liquor license. We have put in a kiosk to redeem the 'cashout' vouchers. It's going ok, some issues with balancing and the machine having a balance of bills in it. Amy will come to Sept meeting with full update.
- Gaming License has been updated

Old Business

1. Testing Progress Display Update – no update at this time
2. Transition to Microsoft 365.
 - a. Amanda will continue work on this
3. Cheerleading – Hockey –
 - a. Cheerleading Committee
 - i. Heather, Amanda, Melissa, Rizzi with updates to Kayla, Sara, and Cortney.
 - b. Proposal – committee formed to develop a proposal, tabled until September Meeting
4. Headwaters

- a. September 19th – Setup 9-10am – open from 10am-3pm
 - i. Katie will head the booth
 - ii. Serving Sno-cones, Fall Flyer Available & Misc LTS Goodies
 - iii. Heather & Katie to get supplies ordered
 - iv. Communicate with Erica about Volunteer Signup
 - 5. Spring Show Title/Theme: Theme: Biomes
 - a. Kayla & Heather to refine the description by Sept Board Meeting
 - b. Contest for Title Chosen, sent out after September board meeting
- Motion by Will Second by Brandon to offer 4 Show Tickets to winner.

New Business

- 1. Board Member Resignation -
 - a. Jesse Schuler resigned via email, his girls will no longer be skating as they are moving
- 2. Summer Ice
 - a. Average of 18 skaters using the ice during each block
 - b. Tentative plan to have ice in town next summer.
- 3. Schedules
 - a. Early Fall Ice
 - i. Tuesdays Sept 15th – Oct 2nd
 - 1. Tuesday: 6-8PM
 - 2. Friday: 6-8AM
 - 3. Sunday: 4-7PM
 - ii. All skaters are required to register each session even if they have hours remaining on their account to agree to policies, have cards reactivated for ice monitoring and ensure USFSA or LTS fees are paid. A free product will be added to the website for registration.

Motion by Will seconded by Brandon to have an Unlimited Package for Early Fall Ice of with a cost of \$100 - Passed

- b. Fall Session
 - i. Kick Off Oct 4th
 - ii. LTS Lessons Start Oct 11th – Thursday TBD
- c. Spring Show

Motion by Will second by Courtney to schedule the Spring Show April 3rd & 4th both shows Starting at 2PM – passed

- d. Holiday Show –

Motion by Cortney, second by Rizzi to have the Holiday Show on Dec 20th – passed

- e. Leap & Compete – Will be Feb 27th due to Hockey Scheduling a Tournament on the 20th. Request will be made to include the 26th to expand the competition to two days.

- 4. Annual Budget
 - a. Review Budget going into 2026-2027 season
 - i. During June Meeting

Motion to budget \$3,000 for the Kick Off and \$1,000 for the Banquet made by Erica, 2nd by Brittany. Motion passed.

- 5. Intent to Coach Form
 - a. Process for New Coaches Coming in and Junior Coaches Starting
 - i. Interview with Board Members (minimum of 3 board members)
 - ii. Complete Form-Similar to Intent to Coach Form basic info.
 - 1. USFSA#
 - 2. Level comfortable coaching up to
 - 3. Specialty Coaching
 - 4. Year of Coaching Experience
 - iii. Teach LTS Group Basic Skills for one full session

- iv. Coach To Coach Training- Teach a lesson to another coach
- v. Student Coaching Observation - observed by an advanced coach while with a student
 - 1. Junior Coaches
 - a. Mentoring starts at 15, must have a year of mentoring, 2 sessions.
- vi. Mentor for 1st session coach is teaching private lessons to any SVFSC Skaters
- b. CEU's Requirements for Advanced
 - i. List of CEU courses that must be completed, provided by Kayla
 - ii. Must take CEUs for each level that you have skaters that will be testing, for the level you have listed that you plan to coach (Paid training hours as listed on billable sheet.)
- c. Current Coaches Year to Year
 - i. Must update information sheet, online link to sheet will be provided
 - ii. Due before September Board Meeting
- d. Reviewed by Board
 - i. Board will meet with coaches if concerns or questions arise
 - 1. Example, coach lists available to coach at a higher level than prior years or specialty coaching not previously coached
 - ii. Offer individual coaches' meetings with group of board members mid and end of session
- e. Monthly coaches meeting for coaches to touch base
 - i. Will be over Zoom – optional, possible recording available
 - ii. More cohesive
 - iii. Sharing ideas
 - iv. Learn from each other
- f. Website
 - i. Coaches listed on separate pages
 - 1. LTS / Advanced
 - 2. List level able to coach up to, including test level for advanced and specialty areas (Dance, Skills, ETC)
- g. Private Lessons-Coaching, switching, how to find a coach, co-coaching how does that work
 - i. To share with parents during parent meeting
 - ii. Separate meeting for Advanced Parents
 - 1. When should skaters/parents consider looking for an advanced coach for their skater? Pre-Free Skate co coaching in preparation for transition, Free skate 1
 - iii. Require parent to attend meeting before hiring a private lesson coach to ensure they are familiar with the role they have as a parent.
- h. Coach's Meeting
 - i. Guidance to switch from LTS to Advanced coaching
 - ii. Co-Coaching
 - iii. Honesty with parents if need to switch coaches due to level of skaters skills, when to consider moving to an advanced coach

6. Ice Fees Next Year

- a. New contract, fees have went up approximately \$10,000 since last year. Contract is for approx. \$41,000 this year, does align with projected budget.
- b. Ice Fees – proposed by Will, seconded by Brandon increase what we charge our skaters to the table below, please note no bonus hours will be given – passed
 - i. \$12 / Hour if buying 5 hours
 - ii. \$11 / Hour if buying 10 hours
 - iii. \$10 / Hour if buying 20 Hours
 - iv. \$330 for Unlimited Ice per session
- c. Ice Contract – Melissa will sign and provide to Bookkeeper for payment.

7. Coaches Meetings

- a. Will be held before Fall Ice

8. Virtual Testing

- a. Hosted in July, session went well.
 - i. Next test Session approx. Oct 2nd to have results back by the photos on Oct 11th.
- b. Continue to Host – will continue to host monthly (possible 3rd Fridays, to be communicated as season progresses, goal to keep it to less than 10 skaters per time.
 - i. Testers will pay \$45 per test to SVFSC
 - ii. SVFSC will pay the \$8 to USFSA
 - iii. SVFSC will pay approx. \$10 per test in the form of a gift card to the judges.
 - iv. Remaining \$27 will be kept by club to off-set Kayla's time billed for coordinating and those who get paid to work the test sessions.

9. New Board Members

- a. Compliance is required in order to be a board member
 - i. 1 board member needs to complete, will complete by the September board meeting.

10. NDSCS Homecoming Parade - Sept 26th

- a. Registration has already been completed
 - i. Will and Sam volunteered to coordinate
 - ii. Pickup and drop off at arena parking lot
 - iii. Send volunteer needs to Erica
 - iv. Waiver signed prior to being in parade

11. Advanced Coaches

- a. Contracts have been signed
- b. All Compliant
- c. Billable Sheet Provided
 - i. Some updates to clarify items listed

12. Advanced Pictures

- a. will also include Rising Stars
- b. Date: Oct 11th
- c. Location: Kal Michaels Park, Lake Breckenridge
- d. Parent Meeting – New Advanced Families

13. Gold Skaters –

- a. Jackets will be purchased for all club members and coaches who earn their gold status Approx \$150-\$200 from USFSA website, they come with instructions on how to have embroidery done.

Motion by Will, second by Brandon to buy jacket and cover first embroidery – passed

14. Shout Outs

- a. Link to form posted on website
- b. Includes coaches, volunteers, parents, skaters, rink staff, and board members.
- c. Possibility of drawing for a Gift Card or other option from monthly submissions

15. Committee Updates

- a. Kick-Off
 - i. Scheduled for October 4th
- b. Camp
 - i. Nov 21st & 22nd
- c. Compensation
 - i. Changes to Pay Scale- moved to closed session
- d. Volunteer
 - i. All credits and charges have been applied to the accounts. Will show under 'My Wallet'
 - ii. Hours must be logged
 - iii. Any committee and misc. hours completed starting July 2026 will count towards Fall 2026 Session
 - iv. Erica will set up a form / template for committees to use when submitting volunteer positions on the website

- v. If there is need for volunteers outside of positions requested by the committees, please reach out to Erica directly at volunteer@svfsc.org
 - e. Lettering Updates -
 - i. No longer a lettering committee, lettering option is in place
 - ii. Forms completed by skaters will be updated to reflect skaters lettering through the club.
 - f. Skate Library
 - i. working on signup times for the fall to check out skates
 - g. Apparel
 - i. Brittany will have update for Sept Meeting, options available at Kick-Off
 - h. Concessions
 - i. Need someone to take over concessions
 - i. Skate Safe
 - i. Need new coordinator-training
 - ii. All coaches compliant
16. Meeting Day and Time – to stay 2nd Sunday at 6:30 – changes to be communicated.

Closed Meeting

- Compensation Review
 - Shannon presented options for an updated pay scale for all positions from the compensation committee
 - The board reviewed the options presented and approved a change to the pay scale for the upcoming session
- Costume Committee
 - The board discussed next steps to move forward with a committee format for costumes for the 2027 Spring Show.
 - An email will be sent to the club with a form for anyone interested in being on the committee
 - The board determined there would be no need to have a costume committee chair and costumes would be directed through the show directors. Directors will be asked to provide information about their needs to be shared with the committee

ADJOURN: Meeting was adjourned at 9:45 pm

Future Meeting Dates:

September 13th
October 11th
November 8th
December 13th
January 10th
February 14th
March 14th
April 11th

