

SVFSC Board Meeting
June 14, 2026
6:30 pm, Zoom

Officers: Melissa Snyder – President, Wil Berger – Vice President, Brittany Myszka – Treasurer/Secretary, Erica Olson – Exec Board
Board Members: Andy Schillinger, Alyssa Waskowski
Attendance: Amanda Crouse, Bethany Rausch, Cortney Mann, Heather Awender, Katie Rauber, Kayla Hammond, Miah

Call to Order : @ 6:32 by Melissa

Approve Agenda Motion to approve the agenda made by Alyssa, 2nd by Wil. Motion passed.

Secretary's Report- Approved Virtually.

Treasurer's Report: Brittany

- Club Account- \$28,110.33
- Trust Account - \$31,584.11
- Gaming Account- \$153,772.36
- Money Market Trust- \$14,433.19
- Gaming & General Money Market- \$50,039.38
- General CD- \$100,000.00
- NonTrust Gaming CD- \$100,000.00
- Trust CD- \$100,000.00
- General CD 2- \$50,000.00

Computer issues, to be sent later for approval.

Gaming Update

1. 3 machines into Woods & Irons starting July 1st.
2. Will use either new company or FPN
3. Need signage for 21+ for usage
4. Will pay \$1300 a quarter per machine

Old Business

1. Spring Banquet
 - a. Location change for next year due to limited space
 - b. Play slide show while eating
2. Summer Ice
 - a. Numbers: Withing \$100 of breaking even.
 - b. Run own ice going forward, don't join with another club
 - c. Make Up Ice

Motion to allow make up ice time for blocks that are not full made by Will, 2nd by Erica. Motion passed.

3. Annual Budget
 - a. Kick Off – last year was \$3000 and we didn't spend it all. \$500 food, \$1,000 gifts and giveaways, \$200 activities (get used all year in learn to skate)

- b. Banquet with gifts was \$500
- c. Holiday Expo. – there hasn't been a cost

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

- 4. Spring Show
 - a. Vote Title 2027
 - i. Water Theme
 - ii. Broadway
 - iii. Animal Biomes-Safari, Mountains, Water, Tundra, etc.

Show directors will decide which theme to go with.

- 5. Testing Progress Display Update – no update at this time
- 6. Ice Fees Next Year
 - a. A little over \$40,000 next year
 - i. Kayla, Amanda, Melissa to get together to crunch numbers
 - ii. Table until August
- 7. Coaches Meetings
 - a. Meetings went well

New Business

- 1. Transition to Microsoft 365
 - a. More user friendly
 - b. Non-Profit Cost
 - i. Email addresses would stay the say, may be no cost for non-profit
- 2. Fundraiser Nationals
 - a. Information emailed, only 1 board member responded

Motion made to allow skaters going to Nationals to use fundraising platform made by Alyssa, 2nd by Will. Motion passed.

- 3. Intent to Coach Form
 - a. Committee – determine requirements to coach LTS, Advanced, Etc. to streamline the process of approval.
 - i. Erica, Bethany, Kayla, Katie, Miah, and Melissa
 - b. Due Date- approval before early fall ice
- 4. Cheerleading – Hockey
 - a. Proposal
 - b. Table until August when have more information
- 5. New Board Members
 - a. Code of Conduct Signed
 - b. Contact Information Completed
- 6. Headwaters
 - a. September 19th
 - i. Katie is willing to help again if Chamber is not doing anything.
 - ii. Have volunteer sign up
- 7. Review Guest Coaches
 - a. Proposal July
 - i. Bring Guest Coach from Boston on Monday, July 13th. 15-minute group work for edge work and private lessons.

Motion made to bring in a Guest Coach, Dessie Amelie Bell-Kamen, for Monday, July 13th to teach a 15-minute group for edge work and private lessons made by Wil, 2nd by Andy. Motion passed.

- b. Kelly
 - i. June 25th

Motion to allow Kelly to come over and teach private lessons made by Wil, 2nd by Alyssa. Motion passed.

8. Summer Virtual Test Session

Motion made for SVFSC to host it's own virtual test session if able to get three additional hours of ice time in Fergus and pay test coordinator as well as Heather and Kayla for the test session, charge \$45 for lower levels and \$55 for higher levels made by Alyssa, 2nd Andy. Motion passed.

9. Committee Updates

- a. Camp
 - i. Updates
 - 1. Cutting camp to a day and a half. Will only have one lunch and cut back on swag.
 - 2. November 21st and 22nd for potential date, December 5th and 6th for backup date
- b. Compensation
- c. Volunteer
- d. Lettering Updates
 - i. Summer Ice Tracking?
- e. Skate Library
- f. Apparel
 - i. Brittany Bulson Committee Chair
- g. Concessions
 - i. Need someone to take over concessions
- h. Skate Safe
 - i. Need new coordinator-training
 - ii. Compliance Check – Summer coaches, board members

10. Board of Directors Expectations

- a. Attached Document
- b. Reminders – volunteers, high burnout

11. Meeting Day and Time

- a. Keep Sundays?
- b. Table until August, send Google Document

Closed Meeting

1. Billable Sheet

- a. Board reviewed billable sheet put together by Compensation Committee for coaches – all items have been approved during past meetings. No changes or updates needed, will send out with new contracts.

2. Contracts – summer coaches, gaming and bookkeeper contracts presented

Motion made to approve all contracts as presented made by Will, 2nd by Alyssa. Motion passed.

3. Credit – Committee Chair, Exec.

- a. Discussion around adding an additional \$25 credit to member who take on an executive role and anyone who chairs a committee, decision was made not to move forward, no motion was made.

4. Excusal of Andy, discussion of costume coordinator contract
 - a. The Board reviewed and discussed the Costume Coordinator position for the 2027 Spring Show. A motion to approve a contract for the position was not brought forward. The Board determined that, for the 2027 Spring Show, costume responsibilities would transition from a contracted position to a volunteer committee.

ADJOURN @ 9:24

Erica Olson and Andy Schillinger's board member term will be up on June 30th 2026, new board members will start on July 1st 2026.

Thank you to Erica and Andy for serving on the SVFSC Board of Directors, your time on the board has been appreciated.

Future meeting dates

August 16, 2026

In a typical figure skating club, the Board of Directors serves as the governing body of the club. The board is responsible for the overall direction, policies, and financial health of the organization, while coaches and committees carry out many of the day-to-day activities.

Common Responsibilities of a Figure Skating Club Board

1. Governance and Oversight

- Establish the club's mission and goals.
- Adopt and enforce bylaws, policies, and SafeSport requirements.
- Ensure the club complies with U.S. Figure Skating rules and applicable laws.
- Provide long-term planning and leadership.

2. Financial Management

- Approve the annual budget.
- Monitor income and expenses.
- Set membership and ice fees.
- Ensure taxes, insurance, and financial reports are completed.
- Protect the club's assets and maintain financial stability.

3. Hiring and Contracts

- Approve coach and contractor agreements.
- Establish expectations and standards.
- Address performance concerns when necessary.
- Ensure all required credentials and background checks are current.

4. Program Oversight

- Approve major events and competitions.
- Support Learn to Skate, test sessions, exhibitions, and ice shows.
- Evaluate whether programs are meeting the needs of members.
- Delegate planning responsibilities to committees and chairs.

5. Committee Support

The board typically appoints or approves committee chairs and provides oversight but does not usually run every event itself. Committees include:

- Competition
- Kick Off
- Volunteer
- Concessions
- Decorating
- Set
- Costume
- Apparel
- Camp

6. Strategic Decision-Making

The board focuses on:

- "What should the club accomplish?"
- "How do we ensure the club remains healthy and sustainable?"

Rather than:

- Micromanaging committee chairs or contractors.
- Becoming involved in individual coach-parent disputes unless policy or ethics issues are involved
 - Private lesson coaches are private contractors
- Performing all the operational work themselves.
- Making decisions that benefit individual members or coaches rather than the club as a whole.

The Board's Place Within the Club

A healthy skating club board acts as the steward of the club, ensuring that the club remains financially sound, follows policies, and provides opportunities for skaters while empowering committees and volunteers to carry out the day-to-day work.