A picture containing shape

Description automatically generated **Chaska Figure Skating Club**

Board Meeting Minutes

Tuesday, February 7, 2023

Meeting called to order by President Jenn Gizinski at 7:04p.m. Quorum was declared.

**Board Members present**: Jenn Gizinski, Barb Houts-Swanson, Elizabeth Matvick, Denelle Kamerud, Jenn Gionfriddo, Tracy Koepsell, Erin Swanson, and Liz Nyhammer

**Board Members absent:** Amanda Braun

**Others present:**

**President’s Report:** No report.

**Vice President’s Report:** No report.

**Secretary’s Report:**

* January Meeting Minutes – emailed
  + Motion made, seconded and carried unanimously to approve the January 2023 Board Meeting Minutes as submitted, with one verbiage update.
  + Correction to December 2022 Minutes, the updated Student/Senior Ice Show Ticket rate should be $8 not $9 to correspond with the intended $1 rate increase. The ticket was previously $7.
    - Motion made, seconded and carried unanimously to approve the updated December 2022 Board Meeting Minutes as submitted, with one verbiage update.

**SkateSafe:** No report.

**Communication:** No report.

**Membership:** Report emailed.

**Aspire Introductory**

Vera Bansal

Dani Bansal

**Reciprocal**

Kayla Short

**Current Membership Totals for 2022-23**

Home Club: 37

Aspire Introductory: 8

Aspire: 10

Associate: 1

Reciprocal: 2

Collegiate: 3

Subsequent: 3

Sustaining: 10

Home Club Coaches: 12

Associate Coaches: 2

* Motion made, seconded and carried unanimously to approve the new members as submitted.

**Social:**  No report.

**Junior Board:**

* National skating month event went well
* Junior Board meeting coming up this weekend
* Big/Lil event this spring

**Fundraising:**

* Working on silent auction details.
* Gerten’s has a hard close date of April 6th. We can start any time in March. Tracey will get the ordering window and details set up.
* Setting up a fundraiser for Red Savoy for 2/28, more info to come.
* Also working on Jersey Mike’s and Culver’s

**Volunteer Coordinator**:

* Volunteer hours tracking document has been updated, through Holiday Boutique.

**Aspire Liaison:**

* Gathering planned for 2/11.

**TCFSA:**

* February meeting will take place 2/13.

**Marketing/PR:** No report.

**Treasurer’s Report:** Reports emailed.

**Ice Coordinator**: Report emailed.

* Adding 1 hour of ice on 3/6, 3:45-4:45; details to be confirmed and relayed to President for club communications.
* Potential ice availability on 2/27 (based on playoffs); details/awareness to be discussed with Rink Manager; details to be relayed to President for club communication.
* Winter contracts are $21,627, with late fees and RM buy-outs of $980. 32 skaters signed up for AYCS. December buy-ins were $559. January buy-ins were $794. (Total $24,058.)
* Winter Aspire income is $3221. 6 skaters are doing All-Aspire.
* The holiday exhibition was held December 18. Individual registrations were $380 and Aspire group registrations were $540.
* Spring contracts have gone out. Recommendation to keep the RM requirement the same as winter.

**Test Chair:**

* February virtual test session open now.

**Pro Liaison:**

* Coaches meeting was conducted on 1/24. Amy Nunn is working on the camp schedule & is looking for a nutritionist for camp if anyone knows someone available & reasonably priced.

**Star of the North:**

NEW INFO:

* Announcement is almost complete. Becky has approved it. We are waiting on Dance Judge confirmation & want to Confirm/Discuss/Vote on Compete USA fees.
  + Decision to offer dance events at this time and adjust as needed based on judge availability.
  + Motion made, seconded and carried unanimously to charge Compete USA $100 for first event and $30 for each additional event.
* PSA Blast will go out this week

RECURRING INFO:

* Friday, 4/21 (test session) and Saturday, 4/22 (competition)
* Referee, accountant, music secured
* Perkins Media is confirmed for videography
* Sent dates to TCFSA for calendar
* Registration Open: Feb 27th
* Registration Closes: March 31st
* Barb will prep announcement and send for sanction
* Jenn Gio will work to align judges
* Dates to consider for 2024 competition: Fri, 4/26 – Sun, 4/28

**Ice Show:**

* Ice Show General Updates
  + SK8theUSA
  + All documents have been sent out
  + Orders for pre-order items & cast party RSVP are due 2/25

**Policy and Procedure Updates:**

* Discuss/Vote on changes to Contracting for Ice Document – attached with updates in red.
  + Motion made, seconded and carried unanimously to approve updates to the **Contracting for Ice Document**, as follows: Contract installments are due at the time of contracting, and the 15th of each of the next 2 months. All other charges are due the 15th of the month after they are billed.
* Promo Passes
  + Discussed the suggestion to remove the two quarter maximum. Continue discussing at next meeting:
    - Consider keeping as is, post for visibility, communicate details to coaches.
    - Determine parameters related to promo pass eligibility and utilization

**Old Business:**

* **Rink Monitor/Skater Check in Process Improvement Plan:** Going to try to use the show program for the rink monitors to identify the kids better. Positive feedback provided by rink monitors who have utilized the programs photos. Continue discussing in future meetings.
* **Long Term Planning (LTP) – LTP Committee:** Mary Ament-Johnson, Jenn Gionfriddo, Lauren Gizinski, Kristie Mitchell, Stan Houston. Long Range Plan has been updated. [Long Range Plan Link](https://docs.google.com/document/d/167zWq7flEGqEH5iCu6n4xNEIcWl3eE7IcrCcx86qjcM/edit)
* **Scholarship Fund Delegation:** *Idea:*Delegate funds to go towards the Gold Medalists gifts or plaque/trophy case. Potentially price out display cases.
* **USFS Checklist for Success:** Review preliminary results/compare to last year’s results; choose an item or 2 to work on.

**New Business:**

* Skater has a large balance and the family has been notified via email and text that the skater shall not attend contracted ice. There has been no acknowledgement from the family and the skater continues to participate in contracted ice. Formal letter and email will be prepared and sent to family. Meeting with GoMotion to discuss account limitations.
* Skater family has engaged with coach, coach has engaged the board to discuss options related to hardship support. Board does not have a hardship fund, will need more time to discuss details and a potential process for review.

**Adjournment:** Motion made, seconded and carried unanimously to adjourn at 9:39 pm.

Respectfully submitted,

Liz Nyhammer, Secretary