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Description automatically generated **Chaska Figure Skating Club**

Board Meeting Minutes

Tuesday, February 13, 2024

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

**Board Members present**: Jenn Gizinski, Elizabeth Matvick, Barb Houts-Swanson, Tracy Koepsell, Liz Nyhammer, Amy Nunn

**Key Members present**: Erin Swanson, Jenn Gionfriddo

**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 2024 Board Meeting Minutes as submitted, with correction to attendees.

**SkateSafe:**

* All coaches are up to date.

**Communication:** No report.

**Membership:**

* Report emailed
  + Upgrade from Aspire Introductory to Aspire
    - Freyja Gunderson
  + Upgrade from Aspire to Subsequent Home Club
    - Rylee Koepsell
  + Follow-up from January - Coach paperwork rec’d from Nadine Rutledge

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| **Current Membership Totals for 2023-24** |
| Home Club: 41 |
| Subsequent: 5  Aspire Introductory: 9 |
| Aspire: 6 |
| Associate: 1 |
| Collegiate Associate: 1  Reciprocal: 5 (2023) 1 (2024) |
| Collegiate: 10 |
| Sustaining: 7 |
| Home Club Coaches: 10 |
| Associate Coaches: 6 |

* Motion made, seconded and carried unanimously to approve membership.
* Consideration for future discussions, 2024-25 USFS membership prices will increase [draft idea by April/May].

**Social:**  No report sent.

**Junior Board:** Verbal report.

* Cast party planning is complete.
* Still discussing a video for the website highlighting specific moves/tricks.
* Working through sign-up idea for future exhibitions.

**Fundraising:** Verbal report.

* Gerten’s
  + Gerten’s is ready to go; Tracy will get details to Jenn for club distribution
  + Gerten’s fundraiser website close date will be March 25th. We will open on March 1st.
  + Delivery will be between 8am - 12pm on May 4th; 2 hour window will be known on the 3rd.
* Jenn provided SGOA estimated attendee #’s to Allison (8-10 skaters, 2 coaches); Allison was looking into fundraising opportunities for SGOA funds for coaches.

**Volunteer Coordinator**: Verbal report.

* Reminder will go out for Picture day help.

**Aspire Liaison:** No report sent.

* Aspire meeting after the skate show for the skate school show participants; insert will be in the bags for skaters.

**TCFSA:**

* No meeting this month.

**Marketing/PR:** Verbal update.

* Posters for the ice show have been put up.

**Treasurer’s Report:**

* Reports emailed.
  + Promo pass extension; discuss/vote
    - Motion made, seconded and carried unanimously to approve the purchase of an additional promo pass.
  + Refund request for club ensemble; discuss/vote
    - Motion made, seconded and carried unanimously to not approve the request for a refund.

**Ice Coordinator**:

* Report emailed.
  + Winter contracts are $26,198. We have 36 doing AYCS, and 16 taking the Power Edge class. One new skater purchased a 10-session promo pass, and one a 5-session pass.
  + December buy-ins were $678, and January buy-ins were $605, for total so far of $27,396.
  + Winter Aspire contracts are $2982, with 2 skaters doing All-Aspire.
  + Christmas exhibition income was $530.50 ($335.50 ind, $195 Aspire group) b/4 expenses.
  + We have received the sanction for our Star of the North competition.
  + For summer, do we want the exhibition on Monday, August 19 or Monday, August 26? 6:00 – 7:30 would be the time on either of those dates.
    - Monday, August 19th will be date for the Summer exhibition
    - 6:00 – 7:30pm

**Test Chair:** Verbal update.

* Next test session February 18th – March 2nd
* Parents and coaches have provided feedback on the last test session.

**Summer Camp**: Verbal update.

* Capacity: 60 campers per day
* All rooms with CCC have been booked, 8am-4pm; will adjust times as camp gets closers.
* Looking at morning ice for Thursday
* 2 guest coaches will be coaching at camp

**Pro Liaison:**

* There were two coaches’ meetings to review the virtual testing rules and discuss the new process of signing up for time slots. All home club coaches and 2 associate coaches (LorRae & Stephanie) attended.
* No dance class for spring quarter due to scheduling issues. Tentatively planning Mondays 6:00 – 6:45 PM 6/10 – 8/12 depending on survey results
* After reviewing survey results for summer power class; suggesting Tuesday 5:15 – 5:45.
* Would like to ask David about getting additional ice in the winter if possible. Ideally at least 15 more minutes on Saturday mornings (so an hour before power class). Other options? The last two Tuesdays, the ice has been open at least 15-30 minutes before our scheduled 6:15 – 6:45 time. In this situation, we’d like to be offered whatever is available (for example, 5:45 – 7:45), even if we can’t have all of our regular afternoon ice.

**Star of the North:** Verbal report.

* Sanction received
* Entryeeze site is set, updating in process
* Adding adaptive levels; connecting with Becky (referee); amendment will be sent
* Judges are being obtained
* Technical controllers have been obtained
* PSA Email blast went out on Friday, February 9, 2024
* Logo obtained from Shanna for t-shirt and key chains
* 2025 Date: April 26, 2025

**Ice Show:** Verbal update.

* 2024 Dates: March 16th & 17th
* Theme: Enchanted
* Request approval for $280 to pay lighting person ~14 hrs total
  + Motion made, seconded and carried unanimously to approve up to $300 for lighting.
* Photography: Mark is an option; photographed ice shows with low lighting in the past. Can only photograph the Sunday show. He shares all photos, but no website/ordering portal. Elizabeth will confirm Mark for the Sunday show. Lift glass behind ticket table for photographer.

**Policy and Procedure Updates:** No update.

**Old Business:**

* **Rink Monitor/Skater Check in Process Improvement Plan:** Using 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. Use some of the funds to purchase new curtains for the ice show?
* **USFS Checklist for Success:**  Any items to work on for the year?
* **Calendar of Events**: Would like to continue to get dates set for as many of our regular events for the 2023-24 yr as possible to be able to add them to our calendar for families to be able to plan; (exhibitions, club photo, banquet, etc.)
* **Display Cabinet**: Gold medalists are in display cabinet – proposed plan: update in June, keep photos up for current members and previous skating year accomplishments, regardless of membership. Additionally, decrease size of photos to a wallet size or similar. Will also organize digital photos in club drive.
* **SGOA:** Fundraising plan for SGOA

**New Business:**

* **Spring Banquet:** Inquired with Hazeltine; 5/19 date is available (10:30 – 1:00); costs are the same as last year.
  + Motion made, seconded and carried unanimously to have the same pricing schedule for this years banquet as we had last year.
* **Governing Council:** 2024 Governing Council dates 4/27 via zoom, waiting on delegate #’s.
* **Emails visible on Google:** Will work to remove last names, and move file to a different location.
* **North Iowa Skating Club:** Inquiry regarding a skater for their ice show.
* **Folding Chairs:** Needed for ice show and SOTN competition
  + Motion made, seconded and carried unanimously to approve up to $350 for folding chairs.

**Adjournment:** Motion made, seconded and carried unanimously to adjourn at 9:36pm.

Respectfully submitted,

Liz Nyhammer, Secretary