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Description automatically generated **Chaska Figure Skating Club**

Board Meeting Minutes

Tuesday, July 11, 2023

Meeting called to order by President Jenn Gizinski at 7:07p.m. Quorum was declared.

**Board Members present**: Jenn Gizinski, Elizabeth Matvick, Amanda Braun, Barb Houts-Swanson, Erin Swanson, Liz Nyhammer, Amy Nunn

**Board Members absent:** Tracy Koepsell

**Others present:** Tiffany O’Boyle

**President’s Report:** No report.

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

**Secretary’s Report:**

* June Meeting Minutes – emailed
  + Motion made, seconded and carried unanimously to approve the June 2023 Board Meeting Minutes as submitted.

**SkateSafe:**

* All board members & key positions that have action items to complete, please watch due dates and take action.

**Communication:** No report.

**Membership:** Report emailed.

* Discuss/Vote – Do we want to proceed with listing members who have overdue balances & have not paid for membership and/or final ice pymts for last summer as members not in good standing with USFS?
  + Motion made, seconded and carried unanimously to inform USFS of member(s) who are delinquent.
    - Final outreach will be made to the families, with a 7/31 due date for pending dues.

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| --- |
| **Aspire Introductory Membership** |
| |  | | --- | | Bansal, Dani | | Bansal, Vera | |
| **Aspire Membership** |
| |  | | --- | | Churchill, Sydney | | Gruidl, Kara | |
| **Home Club Membership**   |  | | --- | | Dong, Isabella | | Flaten, Greta | | Groshens, Aubrey | | Marshall, Abigail | | Matvick, Grace | | Nicholls, Logan | | Ostergard, Cassandra | | Reddig, Hope | | Rydberg, Elouise | | Siddavatam, Saloni | | Sullivan, Adeline | |
| **Home Club Membership Transfer Out**  Kasprzak, Carissa – email rec’d from family, waiting for request from new club through USFS  **Associate Membership**  Kasprzak, Carissa - request to change from Home Club Membership to Associate Membership  **Collegiate Associate Membership**  Nykanen, Katelyn  **Sustaining Membership** |
| |  | | --- | | Hurley-Vangerud, Heather | | Matvick, Elizabeth | |
|  |
| **Data from 2023-24 Renewals**  6 Home Club Skaters not renewed  - 4 no longer skating  - 1 graduated  4 Aspire Introductory Members not renewed   * 2 no longer skating * 1 taking summer off, may be moving   2 Aspire Members not renewed  **Current Membership Totals for 2023-24** |
| Home Club: 37 |
| Subsequent: 4  Aspire Introductory: 5 |
| Aspire: 6 |
| Associate: 1 |
| Collegiate Associate: 1  Reciprocal: 5 |
| Collegiate: 9 |
| Sustaining: 7 |
| Home Club Coaches: 10 |
| Associate Coaches: 3 |

* Motion made, seconded and carried unanimously to approve the membership as submitted for Inspire Introductory, Inspire, Home Club, Collegiate, and Sustaining.
* Motion made, seconded and carried unanimously to approve the membership change from Home Club to Associate membership, pending payment of final contracting dues.

**Social:**  Report emailed.

* Trying again on this one with the possible later dates, as requested - **Thursday, October 5th 5-7pm or Sunday, October 8th 3-5pm.**The 15% donation on behalf of our shoppers would also be honored throughout the day IF our invited guests mentioned they were shopping on behalf of CFSC! Hopefully we can pin this low-risk idea down in tomorrow's meeting and try to catch as many of us as we can!
  + Proceeding with Sunday, 10/8, 3-5pm.

**Junior Board:** No report.

**Fundraising:**

* Recent Dining Events:
  + Noodles (Chanhassen Location) occurred on May 16, 4-8pm; low turnout/low return (Fundraiser proceeds: $48.24).
  + Panera (Chanhassen Location) occurred on June 20, 4-8pm; low turnout/low return (Fundraiser proceeds: $32.51).
* River City Days:
  + Maui Wowi and Nautical Bowls are scheduled with us
  + Will need 2-3 volunteers for each booth, so many volunteers slots are open. Sign-up link has been created.
    - Jenn G will send out for families to sign-up
* Gerten’s plant sales scheduling is open:
  + Will set up a date for the fall fundraiser and the spring fundraiser, going to try for Saturday AM deliveries.
* Upcoming Dining Events:
  + No event for July due to River City Days
  + Due to poor attendance, will try to schedule quarterly, starting late September
* Holiday Boutique:
  + CCC room reserved for 11/18/23, 9am-3pm
  + CCC room rates went up significantly ($70 per hour), so vendor fees were raised.
  + Email sent to all prior vendors over the weekend and have received a few registrations already. They have priority to register by 7/31/23.
  + Registration will open for new vendors on 8/1/23

**Volunteer Coordinator**: No report.

* Discuss/Vote – waiving 2022-23 volunteer fee for 3 families
  + Motion made, seconded and carried unanimously to waive the remaining 15 volunteer minutes for family #1 for the 2022-2023 skating year.
  + Motion made, seconded and carried unanimously to waive the remaining volunteer hours for family #2 for the 2022-2023 skating year.
  + Motion made, seconded and carried unanimously to waive the remaining volunteer hours for family #3 for the 2022-2023 skating year.

**Aspire Liaison:** No report.

**TCFSA:**

* No July meeting.

**Marketing/PR:** No report.

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

* Discuss/vote – 2024 Budget Proposal
  + Motion made, seconded and carried unanimously to approve the fiscal 2024 budget as presented.
* Discuss/vote – approving gift card purchase annually for CFSC summer camp director.
  + Motion made, seconded and carried unanimously to provide the summer camp coordinator a gift card, and that it be done on a routine basis, whenever a camp is conducted.

**Ice Coordinator**: Report emailed.

* Summer contracts are $ 23,921, including late fees, RM buy-outs, and 2 promo passes. We have 34 skaters doing AYCS. June buy-ins were $701, for a total so far of $24,622.
* Summer Aspire contracts are $ 4325, which includes one promo pass. We have 5 skaters doing All-Aspire. June Aspire buy-ins were $57, for a total of $4382.
* Summer exhibition was scheduled for Monday, 8-21-23 from 7:15 – 8:30 PM.
* As you know, the CCC is closing for 3 weeks the end of August. I have checked with other rinks in our area. This is what is available:
  + Eden Prairie has very sporadic availability.
  + Shakopee has mainly morning ice available (but I recommend we not even consider going there).
  + Victoria has not gotten back to me on available ice (they are hiring a new scheduler who starts Thursday the 13th), but according to their online published schedule, we could possibly get ice Monday afternoons, late Tuesday evenings (starting at 7:30), late Wednesday evenings, late Thursday evenings, and late Friday mornings. We would not be able to have ice Tuesday mornings or afternoons, Wednesday afternoons, Thursday afternoons.
  + At Waconia, we will be able to get ice for all our regular times, with the exception of the last session on Wednesday evenings. (Right now we have four 45-minute sessions; there we would be able to have 3). We can get an additional 15 minutes on Thursdays, to make our final Thursday session an hour instead of 45 minutes, if we wish. That would mean our skaters are only losing 30 minutes of available ice each of the 3 weeks (or 45, if we don’t extend the Thursday session), and I think we would not need to issue any refunds for summer contracts. We need to decide if that is what we want to do. While not as centrally located as Victoria rink, they have much more available ice, allowing us to have almost our full schedule, and it is only for 3 weeks.
    - Do we want to see if we can get our exhibition Monday the 21st from 6:00 – 7:15 at Waconia as well?
* As of now, we have 24 open RM sessions in August, but with the rink closure that will probably change.
* Discuss – Waconia Ice during CCC closure
  + Ice Coordinator will confirm dates/times with the Waconia Ice Arena. Details will be shared with the families via a club communication.

**Test Chair:**

* Tentative plan is to have an August virtual test session. Spreadsheet has been shared with coaches.

**Pro Liaison:**

* BALLET INSTRUCTION: Coaches would like to offer ballet through a 3rd-party dance instructor. No further details yet – they are just beginning to look into it.
* POWER CLASS: Pro Liaison will provide details to club president for disbursement to club members. Suggestion of $10/session for pre-registration, $15/session for buy-in.

**Star of the North:** No update.

**Ice Show:**

* 2024 Dates: March 16th & 17th
* Tracy is reaching out to the photographer
  + Elizabeth will also reach out to Perkins Media regarding live photos for Ice Show and SOTN.

**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.
* **USFS Checklist for Success:** Feedback attached.
* Opportunity to socialize the club more frequently on social media. Idea: Implement Axel Club celebratory photo (coaches will determine criteria & will them be shared with families).
* **Calendar of Events**: Would like 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.)
  + **September 13th – 16th:** Garage Sale Dates
  + **June 12th** – **13th**: Summer Camp Dates
  + Elizabeth to inquire with club photo photographer to determine if we can schedule the club photo time PRIOR to fall club ice scheduling/exhibitions.
* **Summer Camp Survey Responses**: Feedback attached.

**New Business:**

* **Parent/Skater Meeting(s)**: When to hold them this year?
  + Meeting 1 of 2: Wednesday, 8/23, 6:00 – 7:00pm @ Waconia
  + Meeting 2 of 2: Monday, 9/11, 6:00 – 7:00pm @ Chaska
  + Club treasurer has requested time to present on RaiseRight during the meetings.

**Adjournment:** Motion made, seconded and carried unanimously to adjourn at 9:05pm.

Respectfully submitted,

Liz Nyhammer, Secretary