

Brookings Figure Skating Club
Board of Directors Meeting

July 13th, 2025 @ 4:00 pm
Larson Ice Center Conference Room

MINUTES

I. Call to Order

- A. Board members present: Chris Buus, Janice Nielsen, Laura Aspinall, Stacey Moyer, Dustin Louwagie, Jodie Louwagie, Aleycia Gerlach
- B. Club Members: Lacie Petersen, Kerry Blanton

III. Secretary's Report (Aleycia)

- A. Jodie motioned to approve June minutes. Dustin seconded. Motion carried.
- B. Jodie proposed new volunteer points through Uplifter. Uplifter uses the verbiage "credits" instead of "points", so the Membership Handbook and members will be updated to the change. Members will be able to see their season balance of "credits" on their Uplifter dashboard. As volunteer shifts are worked and accounted for, the balance will be subtracted. This will allow members to see their balance at any given time throughout the season and will be a good use of our investment into Uplifter. The treasurer will be responsible for updating credits in Uplifter. Jodie would like a volunteer coordinator to help with this. Dustin motioned to approve changes to the handbook as noted. Laura seconded. Motion carried.
- C. Aleycia will be updating the Membership Handbook. She requested that each board member look at his/her job description and send any changes that need to be made prior to meeting. Also, please look at the committee descriptions/volunteer credits and send suggestions to Aleycia. Discussion: Chris would like to see the Ice Monitor position be eliminated. Coaches know the rules and are on the ice and can handle. Janice disagreed and stated the coaches need to be focused on their skaters during private lessons. Stacey commented that the ice monitor might need to be on the ice. Aleycia suggested that we utilize the coaches for this. Board agreed that they would like to see a "floater" coach that is freed up to be on the ice as a monitor and helping direct skaters if they are not abiding by rules. We will start by prioritizing high traffic ice time during Ice Chips and 1 hour later on Sundays. Aleycia will create a signup for Chris to provide with the coaches. Coaches will have time to plan for that prior to scheduling their lessons.

IV. Treasurer's Report (Jodie)

- A. Jodie would like each committee chair to start preparing budgets and have them ready for the August BOD meeting. Plan for approximately 5% increase for inflation. We will need to budget for Ice Show backdrops. Another option might be to rent from Dakotah Bank Center.
- B. For the future, Jodie would like budgets to be discussed earlier for the next year (around June), so that the oncoming board will have an approved budget to start with and not have to look back to the previous year.

V. Membership Chair (Laura)

- A. July 24 Beat the Heat event (7-8 pm). Laura will create a signup genius for volunteers. She will also hang flyers in town. She will plan a September 'try it for free' event also. Instead of including adults in this event, the plan will be to use the Skating Academy to recruit adults.
- B. An informational meeting including coaching options, care for skates, equipment, camp, etc. will be held in the future for all members.

VI. Fundraising (Janice)

- A. Krispy Kreme will be on October 11th. Spring raffle fees will be included in membership on Uplifter. Jodie suggested that we notify parents of change. Invoice will be created for the \$100 spring raffle fee with membership. This will be acknowledged, but not processed until March 1st

- B. Season sponsorships will be sent out in September. Suggestions for including event sponsorships in the letter.
- C. SDSU fundraiser was taken by the time she contacted them back.
- D. Janice will look into Mrs. Field Cookies for another fundraiser option.

VII. Competition Chair (Vicki, not present)

- A. Competition dates set for 2/21/26-2/22/26

VIII. Ice Show Chair (Stacey)

- A. Ice Show dates set for 3/28/26 and 3/29/26. Membership poll showed that the majority was not interested in doing 2 shows in one day, so we will stick with the same format as previous years.
- B. Lilly Estling will help with costume closet clean out and budget planning.

IX. Vice President (Dustin)

- A. The Fourth of July parade went well. There was a good turn out from kids and adults. Displays worked well and the club should be able to use them for future events.
- B. Audits to be completed by end of September/early October
- C. Holiday expo. Should we be marketing it as a holiday? Some people do not celebrate holidays. Jodie asked for clarification on the purpose of the Holiday Expo. Chris said it has been a recruiting opportunity for the club. This past year it was not used as a recruiting event because membership numbers were so high. Chris would like to see the potluck aspect of treats return. Dustin will work on planning the event.
- D. Camp registrations are slow. Jodie would like a coach coordinator or position for this following this summer. She would like to see our coaches leading sessions. Aleycia suggested getting a volunteer to do all social media. Dustin motioned to amend the social media director for 75 points. Jodie seconded. Motion carried. Chris will create/amend job description and bring.

X. President (Chris)

- A. Coach's contract/agreement reviewed. Chris will bring it to next coaches meeting.

XI. Adjourn

- A. Dustin motioned to adjourn. Stacey seconded. Motion carried. Meeting adjourned at 6pm.

XII. Next Meeting August 3, 2025 at 4:00pm Larson Ice Center Board Room.