



Meeting Notes

Meeting Title	Brookings Figure Skating Club
Date/Time Start	Nov 5, 2023 at 3:00 PM
Date/Time Stop	Nov 5, 2023 at 5:00 PM
Location	Larson Ice Arena
Categories	Competition Chair, Fundraising Chair, New Business Old Business, President's Report, Secretary's Social Director, Treasurer's Report, VP's Report membership Chair
Attendees	Rebecca Barber, Chris Buus, Trish Matson Buus Sara Carlson, Lilly Estling, Aleycia Gerlach Fred Hatton, Jodie Louwagie, Shelby Meersman Janice Nielsen , Shannon Rasmussen Julie Underwood
Minutes by	Fred Hatton

Additions to Agenda

Coach Beth

Beth came to the meeting to share some ideas regarding the ice show.

Beth told the board reason why she wants to direct.

1. For the kids, the show is for the kids
2. She wants to be a role model
3. Get out of her comfort zone and learn leadership
4. Share her love for skating

Responsibilities: Would be director, oversee all aspects of the show, pick music, choreograph routines, and work with the board to deal with parents concerns

Several coaches have offered to help Beth as assistant director. Titles would be Hailey (head of music) and take on a segment or two. Brittany would work with the schedule and perhaps take on one or two numbers.

Emily Hedstron: Given the title of head of technology(willing and in town)

Coaches: Liz, Dana, Moki, Shonteera Haas, Claire

Junior coache: Tyra, help on the ice during practice

Budget: last year salary for director \$1800 and hourly wage for coaches (\$14 per hour) Beth proposed a new payment schedule for the director and coaches

Beth would like to have the bulk of the work for the show done during Christmas break

Secretary's Report

Minutes

Voting Results

Proposed by: Shannon Rasmussen
Vote Result: **Approved**

Seconded by: Lilly Estling

Treasurer's Report

Monthly Activity

Julie passed out the ledger to the board

\$58,000 in the bank, the cost of Krispy Kreme fundraiser has not come out yet.

Another \$300 will be coming from First Bank and Trust

Estimation of ice cost is \$19965.60

Board needs to discuss how we pay for ice going forward.

The cost of the ice was not mentioned in the user agreement meeting with the city. \$50 an hour for ice is undoable in the current structure of the club. The previous agreement of incremental increases proposed last year is more doable.

Julie shared the percentage of total revenue allocated to ice cost from other organizations.

Julie also stated that we have enough to cover cost this year, but we need to create solutions for ice cost going forward.

Year to Date Financial Status

Ice Show Chair

Coach/Theme

The board discussed the possibility having Beth become director of the ice show.

The board discussed the fee break downs for staffing for the show.

The board agreed to change the staffing budget to \$6000 and Beth and Lilly will talk about the fine details of staffing.

Lilly will add the theme ideas from the voting box to the online list . And she will talk to Beth.

Timeline

VP Report

Volunteer Points

Jodie suggested some changes to how we tabulate volunteer points.

With the amount of untested skaters she felt that using testing as a method for volunteer levels.

Increasing the dollar value of the points to align with the cost to the club.

It was asked that if the number of skaters increases would we have enough jobs to fill volunteer requirements

Do we reduce the amount of volunteer hours fro new members to not discourage new families. If we remove the cap will families with multiple skaters not be able to fulfill their volunteer hours.

Discount on volunteer points for families with multiple skaters.

Will talk about more in the future/

Holiday Expo

The park and Rec has advertised the expo. Jodie will work on signups

Only a couple of weeks from now.

Proposing a change to handbook

Motion to approve volunteer tracker and social director at 20 points a piece be added to the handbook.

Voting Results

Proposed by:Lilly Estling

Seconded by:Trish Matson Buus

Vote Result:Approved

Membership Chair

New Membership Update

66 skaters and 11 coaches is the current total for membership.

50 families were on the ice last weekend.

We have experienced a significant increase this year.

11 coaches is a very good number

Handing out the t-shirts was well received, good comments

Etiquette and safety documents were handed out. They need to be signed and returned.

Information was handed out to members with their ISI number so that they have the information and also times of testing achievements. And information about levels

Next social event coming up (decorating cookies)

Point was brought up concerning be sensitive to religious themes

Looking at getting stickers for license plates organizations

Julie raised a concern about posting information on Band and the Facebook members only page.

Public Facebook page is for sharing with the public. Band is for relevant club information. And Facebook only members page is for fluff pieces.

It was suggested that all board members share the band QR code to everyone in their contact list.

Fundraising Chair

South Dakota Day of Giving

November 28th Tuesday after Thanksgiving.

Come out with two reasons why members should give,etc.

Donation button on website an anonymous donor offered to match \$2000 worth of giving. Janice considered a Facebook fundraiser, Skate-a-thon.

Spring raffle

Is coming next couple of months

Sponsorship template

Janice sent out a sponsorship letter that was a collaboration between Trish and Julie.

It was suggested that the cut of date be moved to December 31st or January 1st.

Janice suggested that we send the letter to all off the sponsors for last years ice show, and banks, chamber of commerce, etc. 76 businesses on the list of possible donors.

Follow up with each business after letters are out. Volunteer hours for follow up?

Other Fundraising Opportunities

Sponsorship letter could be used for the Footprint fund

Competition Chair

Competition date (2/24/24–2/25/4)

Referee has been confirmed

Promotion of Competition

Have the completion packet out by Monday morning

Endorsement has been taken care of

Once packet is submitted contains up to two weeks to get approved.

Latest date will be the week of Thanksgiving.

Working on t-shirts

Early Bird

Last day to register is January 5th, first Friday.

Katie is working on EDGE program for competition Saturday will start at 9 am end before seven, in consideration of travel during winter Sunday was done at 1pm.

Signup genius: is there a template for volunteer signup

It was discussed that it would be a good idea to have a group Signup Genius account for the club.

Judges

President's report

Meeting with Brookings Park and Rec

Still on going discussions

Learn to skate

Festival of Lights Parade/decorating ideas

December 1st will send out a post once more info available

Senior Pictures

Warming room

Old Business

New Business

Next Meeting will be December 3rd at 4:00 PM

Adjourn

Voting Results

Proposed by: Shannon Rasmussen
Vote Result: **Approved**

Seconded by: Jodie Louwagie