



SCFSC Board Meeting MINUTES
Monday, August 21, 2017 | 6:30-8:30 p.m.
Caribou Coffee outside Crossroads Mall/Window meeting room

Present at Board meeting: Carol Thelen, Crista Mrozek, Sam Parker, Melissa Linares, Patti Clymer, Karen Hayden, Kim Vavarek, Beth Donnelly

Absent – Janelle Honor, Kaycee Eiyneck, Gabby

TIME **AGENDA**

6:30-6:35 p.m. Call to Order - Meeting was called to order at 6:40 by Carol Thelen.

6:35-6:40 p.m. **Approval of the Agenda** – any additions, Board approved

6:40-6:45 p.m. **Approval of Last Month’s Minutes** - Karen Hayden made a motion to approve, Crista Mrozek seconded the motion.

6:45-6:50 p.m. **Gratitude**

- *Kareen - Sydney has done a fabulous job helping Adeline with her Dancing*
- *Crista - The leftover cupcakes from the Jr. Board fundraiser were donated to Anna Marie’s shelter. They sent our club a thank-you letter*
- *Carol thanks the coaches for the improvement in skating and skill level of our skaters!*
- *Sam enjoyed her dinner with Paula, the visiting choreographer coach*

6:50-7:30 p.m. **Reports**

1. X-Skate/LTS Numbers

- a. X-Skate Summer Skaters total 29 – currently 15 High, 14 Low Skaters, possibility of 6 more X-Skate Skaters for Fall. We are hoping for 30.
 - b. LTS – ended with 27 LTS for Summer, currently 16 registered for Fall which is good for Aug. 18th. Last Fall we had about 58 LTS/LTS+ skaters by the end of Nov. Hopefully 40 by Sept.
2. Club Finances
- a. P/L Statement – needs to be reorganized
 - b. Bank Account balance as of July 31, 2017 - \$82,233.97
 - c. Fundraising Credits – there are still a few due if the skaters register in the Fall.
 - d. Off-line balances owed to club by 12 different families is now \$1,404.55
 - e. Updates from meeting with Accountant – individual fundraising, ice trade, FY
 - i. We would like all the budget of 2016 until current 2017 merged together, because it needs to be “cleaned up”.
 - ii. Paid employees need to be paid through payroll, not through ice time or any other way. It is taxed income.
 - iii. Fundraising cannot be credited to individuals - it must go to the club or a program and be distributed equally among members. Karen Hayden will take the lead in bringing some ideas to the board for fundraising for approval.
 - f. A recommendation was made to change fiscal year to June 1, 2018 - May 31 because it matches up best with our skating seasons. We have consulted with two different accountants on this, and they think it makes sense. Crista made a motion to change the fiscal year, Karen seconded. Motion passed.
3. Ice Monitoring (Kim) - Appears to be going very well
4. LTS Director (Janelle) - Janelle has a great agenda ready for LTS skaters/parents
5. Pro/Coaches Reports (Sam) - Sam likes the idea of mini-camps
6. Event Reports/Updates
- a. Fall Kick Off Event – Sept. 10th (Carol)
 - b. GCC (Crista)
 - c. Jan National Skating Month (Janelle)
 - d. Hockey Day MN – January 20, 2018 (Kim)
 - e. Compete USA Competition (Janelle)
 - f. Ice Show – theme/add dance, Guest Skater, dates for registration (Gabby)
 - i. Dates for measurements to order ice show dresses/costumes and will be put on the club calendar.
 - g. Banquet/Annual Mtg. (Carol)
 - h. President Updates – LTS apparel dates were discussed for coverage by board member, Freestyle Photo will be taken after GCC, BIG Athletics benefits for club/free water bottles and about 10% back (benefits will go to LTS coaches, then freestyle coaches, LTS benefits will remain with the club). Refunds and Discount codes on SportsEngine were discussed. The skaters will vote for executive positions for the Jr. board on Sept 24.

7:30-7:55 p.m. Old Business

1. Review Strategic Planning and Top Priorities – We reviewed our priorities and it will be shared with the membership at the Kick Off Mtg.
2. Branding/New Logo – team locker-room sign, rink signs, backdrop, other. A sign could be made by Mustang on locker doors for our club. We could also replace our sign in Torrey that says, “St. Cloud Figure Skating Club.” Also, we could use a backdrop that is club branded for picture-taking. Kim Vaverek will take the lead and work with Mustang on this. We will limit our budget to \$2,000 for this.

7:55-8:30 p.m. New Business

1. Discussion on Conflict of Interest and Disclosure policy – add to by-laws. Karen Hayden made a motion to approve this document for our by-laws, Kim Vaverek seconded. Motion approved.
2. Reviewed Lettering Policy and Grievance Policy. Sam will talk to Lori and Deb to get input on levels on lettering.
3. Freestyle/LTS+ Club Kick Off Mtg Agenda – roles of board members at meeting This was reviewed by everyone present
4. SharePoint sight to store club documents – is set up and all board members and program directors will have access and are required to save all club documents on the sight. All club documents are owned by SCFSC and must stay with the club, regardless of who created it.
5. Kaycee Eiyneck has resigned as financial administrator. Beth Donnelly has volunteered to be our club treasurer. It will be a volunteer role. Carol Thelen made a motion to place Beth in that position. Kim Vaverek seconded the motion. The motion passed.

Announcements and looking ahead...

- **Next meeting Monday, September 18, 2017 6:45 p.m. @ MAC**
- **September meeting focus** – Ice Show Curtain replacement, Grant Opportunities, Sponsorships/Advertising. GCC & testing. Ice Show Registration.

Meeting was adjourned at 9:30 p.m.

Respectively submitted by Patti Clymer