

Rochester Figure Skating Club
Board of Directors Meeting
June 15, 2009

Board members present: Wayne Brakke, Michael Fryer, Marne Gade, Kari Grabowsky, Ginger Knapp, Dawn Nelson, Ann Miksch, Chris Potaracke, Tim Rinkel, Jim Santee, Rich Washburn

Absent: Lynn Okuno, board member; Lori Voepel Brakke, Junior Club Director
Coaches Present: Paul Paprocki, Skating Director; Debbie Colgan, Coaches Liaison

Guests: Lisa Sullivan and Caryl Geschwind, test chairs

The meeting was called to order by Tim Rinkel at 6:05pm.

The minutes from the May meeting were approved by remote vote.

Marne Gade, treasurer, reported that the accountant had been on vacation for three weeks so the report was not ready for the meeting. She did open a savings account and transferred money from checking into the new account so we did not have a large amount in checking. This eliminated the monthly fees we were being charged.

Tim Rinkel, president, reported that no employee evaluations were done last year. They will be done as soon as possible with the new executive committee. Paul Paprocki, skating director, reported on several projects in the past month. He has contacted KTTC about advertising during the 2010 Olympics next winter. He ordered a new cd player. Paul also attended the PSA Conference in Florida and completed his certified moves in the field rating and master group rating. In the absence of Lori Brakke, Paul reported that Junior Club numbers are very good. Hockey is okay- we won't lose money. Fifteen are enrolled for each night of JPSE.

Debbie Colgan, coaches liaison, reported that the coaches met briefly in May to discuss lettering candidates. They reviewed the orange belt policies. Safety seminars need to be done in JPSE before the kids get promoted to FS ice.

Continuing Business:

1. The following list of committee chairs was motioned for approval by Rich Washburn, second by Jim Santee. Approved.

- Ice & Rules - Dawn Nelson
- Hospitality - Ginger Knapp and Chris Potaracke
- Public Relations - Rich Washburn, Lynn Okuno
- Membership - Ginger Knapp
- Volunteers - Michael Fryer
- Policies & Procedures - Lynn Okuno
- Fundraising -
- Sanctions - Marne Gade
- TCFA - Wayne Brakke and Kari Grabowsky
- Education - Jimmie Santee

- Lettering – Kari Grabowsky
- Testing – Dance – Lisa Sullivan
- Testing – FS/MIF – Caryl Geschwind
- Hiawathaland – Jimmie and Jamie Santee
- Long Range Planning – Ann Miksch and Paul Paprocki
- Equipment – Wayne Brakke
- Webpage – Tim Rinkel
- Ice Show – Tim Rinkel and Kris Larson
- Insurance – Marne Gade
- Junior Board – Kari Grabowsky

There was also a discussion of adding a Volunteer Coordinator to use the volunteer sign up sheets and call families when an event they checked off is coming up.

2. Liability insurance and U.S. Figure Skating registration for Junior Club participants was discussed. Motion by Jim Santee to approve \$10 membership fee, \$2 insurance fee for a total of \$12. These fees will be charged at \$2 per skater for each of the 6 Junior Club sessions per year. Also discussed possibility of having emergency information on each skater. Second by Marne Gade. Approved. Jim Santee to speak with David Shulman about wording for the liability waiver and possible HIPAA problems with having emergency information available to whoever needs it when the skater is injured. Tim Rinkel will speak with Sabine Tetzloff, Junior Club assistant.

3. People are need to help build the Rochesterfest float. Parade is on June 26th and the float will be decorated June 23rd and 24th.

New Business:

1. A draft policy for an Employee Skating Benefit was presented by Tim Rinkel. The policy would include: Coaches and staff members will receive a 50% discount for immediate family members on beginner group lesson fees, including Preschool, Junior Club, and JPSE. The skater must be registered with U.S. Figure Skating and the employee will be responsible for the registration fee. Coaches may give private lessons to their dependents on RFSC ice without charge. The 10% administration fee will also be waived. Motion to approve by Jim Santee. Second by Chris Potaracke. Approved. Two members abstained from the vote: Wayne Brakke and Michael Fryer. This policy will be effective starting with the fall sessions.
2. Wayne Brakke reported that Caryl Geschwind gave him the 2010 test calendar before he asked for it for the TCFSA meeting. She has requested an August 2010 test date. Lisa Sullivan reported that having the big test session on two rinks before Hiawathaland was confusing, but definitely worth doing. Caryl Geschwind explained the process for securing test

- dates. TCFSA asks for the dates one year in advance by May 1st. There are not enough judges so we shouldn't try to overlap with other clubs' dates. U.S. Figure Skating rules mandate the order of skaters, and the names are drawn from a hat for both starting order and warm ups. Some parents or skaters want to choose when they skate, either before or after a higher level skater. Our coaches are good at only putting good candidates on the test sessions. Our pass rate has gone from 50% to 88%. A discussion followed about having a Hospitality fee for testing candidates, since it is becoming increasingly difficult to find people to bring food for judges. Kari Grabowsky motioned to add a \$5 per skater per test session fee added to the testing forms starting with the fall 2009 contract. Second by Wayne Brakke. Approved.
3. The sectional synchro banner was paid for with money given to the synchro budget from the National Showcase profits. Jim Santee motioned that the national synchro banner and the national synchro plaque in the trophy case, and the maintenance of further names being added in the future, should be paid for by the club. Second by Wayne Brakke. Approved. Kari Grabowsky abstained.
 4. Dawn Nelson brought draft copies of possible volunteer hour policies. Discussion to continue in email format. Discussed possibly changing volunteer calendar to September through August and add that next contract cannot be turned in until hours are fulfilled or paid for. Vote will be taken at the July meeting.
 5. The executive committee will start with employee job evaluations soon.
 6. Ann Miksch made a motion to add an update on the harness. Second by Ginger Knapp. Approved. Jim Santee reported that the harness will be installed on July 9th or 10th. It will take two hours to install and there will be a one hour training session for coaches.
 7. Jim Santee made a motion to include a discussion on a request to add an additional sub coach to Junior Club. Second by Wayne Brakke. Approved. Jim Santee motioned that a resume of Tina Lambert-Schmidt be made available and an email vote to allow or disallow her from the sub list be conducted. Second by Marne Gade. Approved.

The meeting was adjourned at 8:30pm.
The next meeting will be July 20, 2009.

Respectfully submitted,
Ann Miksch, secretary