

**Rochester Figure Skating Club  
Board of Directors meeting  
November 16, 2009  
7:00pm**

**Open Meeting**

Board Members present: Wayne Brakke, Marne Gade, Kari Grabowsky, Ginger Knapp, Dawn Nelson, Ann Miksch, Lynn Okuno, Chris Potaracke, Tim Rinkel, Jimmie Santee, Rich Washburn

Board Members absent : Michael Fryer

Staff Present: Debbie Colgan,, Paul Paprocki

Guests: none

The meeting was called to order at 7:00pm.

**Secretary's Report**-Marne motioned to accept the October meeting minutes as submitted. Second by Ginger. Approved by all.

**Treasurer's Report**- The year end financials were presented by Marne. She reported that big fundraisers, like hosting National Showcase, boost the numbers substantially. Marne is beginning to look into the budget process. This will be a long project but worth it in the long run. Because of the large amount of money we have going in and out, we will need to be audited yearly.

The check signing procedure will be changing. There will be a lock box to store all checks in, with a finite number of keys. Paul will distribute paychecks on pay days.

Jim offered to look into software for billing. Ice and Rules is looking into costs. The new club credit card was received. The old card will be cancelled next month.

Jim motioned to accept the year end financial statement as presented. Second by Dawn. Approved by all.

**President's Report**-Tim reported that no date has been set for meeting with Caryl Geschwind to give her the gift of appreciation for her work as Test Chair. Caryl is busy at this time.

Krystal Himmler is out of the hospital and bored. She can have limited activity for awhile. She thanks the RFSC for the flowers we sent.

Jan Mattson's husband is having cardiac surgery. Flowers were sent.

Peer reviews were implemented a few years ago for staff reviews. This has prompted questions from the coaches on reviews in general: Reviews are for the salaried staff positions only. The reviews have specific questions on them. They often come back with polarized answers. Jim offered the PSA survey website to any club activity. The survey website could be used for peer reviews. It would be anonymous and would only be viewed by the Executive Committee.

**Skating Director's Report**- Ann asked for clarification on the sectional stipend for the skater going to sectionals. The policy states they receive a stipend if they place in the top four, but she has not skated yet. Paul corrected the word "stipend" with registration fee. The registration fee for sectionals was reimbursed by the club.

**Junior Club Report**- The numbers were sent by email from Sabine. Fall Session 1 was up by five students. Ice Show numbers for Junior Club are down significantly. There has

been marketing for the Junior Club, i.e. video playing in the warming area while they put on their skates, advertising in Post Bulletin and informational sheets for skaters. During the review process the Executive Board asked either Lori or Sabine to be at the majority of meetings during the year. Ann motioned to approve the report. Second by Kari. Approved by all.

**Coaches Liaison-** Debbie reported that the coaches had three casting meetings for the Ice Show.

### **Continuing Business**

Wayne made a motion to add the Winter Festival and TCFSA notes to the agenda. Second by Lynn. Approved by all.

1. Off-ice room/Coaches room- Rich is working in the coaches room on Wednesday. New storage cubbies will be installed. The news on the dividing curtain for the gym is that a curtain will be purchased by the city next summer.
2. Volunteer Policy- Tabled due to Michael's absence.
3. Hiawathaland- Thirty three people have signed up for email notification alert when registration is ready. Once the online registration is set up, it will not need to be set up again. They will just make small adjustments.
4. Star of the North- The SOTN Chair from the Twin Cities has not come for the site visit at Graham Arenas. Jim will call her.
5. Olivia Clark Memorial Plaque- Kristin is deciding which picture they would like to have used on the plaque. Lynn asked what wording should be on the plaque. It was decided to keep it simple. Birth and death dates. Simple phrase.
6. Hardship Fund- No report.
7. Halloween Party- Kari reported it was well-attended. The Junior Board did decorations and were on-ice. There was too much food this year. Fifty one skate rentals were purchased. Paul will look into how the profit is split with the city.
8. Locker room security- Lock has been changed. Vikki has informed synchro skaters that if they do not have a locker, they cannot be in the locker room.
9. Advertising for Winter Olympics- Paul secured a good deal with KTTC to have advertising, including one ad during the Opening Ceremonies.
10. State Champions banner- Debbie reported the banner is being worked on.

### **New Business**

1. 2010 meeting dates- December 21st will be cancelled. January 25th, February 22nd, March 22nd, April 26th, May 24th.
2. Annual Meeting- Chris suggested it be more senior-oriented. Possibly separate Annual Meeting and recognition. Continue discussion at future meetings.
3. Winter Festival- Ginger reported that both rinks will be used for the Winter Festival. Publicity will work on poster ads and distribution to schools through Paper Tiger. Gina Eisenach should send email for volunteers. People are needed from the general membership to head activities.
4. TCFSA- Kari had the minutes from the TCFSA meeting. Shannon Brakke was recognized as a sectional qualifier. The 2010 test Calendar is available on the TCFSA website. Synchro Nationals is looking for more volunteers. Only 30 have signed up so far.

**Closed Meeting**

**Committee Reports**

The next meeting will be January 25, 2010.

Jim motioned to adjourn the meeting. Second by Marne. Approved by all.

The meeting was adjourned at 9:18pm.

Respectfully submitted,

Ann Miksch, secretary