

Rochester Figure Skating Club
Board of Director's Meeting Agenda
Monday | November 17, 2014
6:30 p.m. | Rochester Recreation Center | Bob Fick Room

RFSC Mission Statement

The purpose of the Rochester Figure Skating Club (RFSC) is to foster, promote, improve, and encourage the sport of figure skating among youth under 18 years of age in the State of Minnesota. The RFSC will encourage and facilitate youth participation in regional, sectional, national and international figure skating competitions. The RFSC does not discriminate on the basis of race, religion, sex, age, gender or national origin.

Board Priorities: 2014 – 2015

1. Establish a skating director
2. Develop a financial model to ensure long term sustainability
3. Growth in number of skaters
4. Solidify our vision and goals
5. Personnel Management and Support
6. Optimize Morale
7. Policy manual update

Board Ground Rules

Respect, honor expertise, governance – not management, knowledgeable – understand RFSC, willing to have multiple points of view – ditch passive aggressive, action oriented, accountable – if you take you get it done; focus on priorities

Board Members: Wayne Brakke, Adam Brase, Stacy Dierauer, Chris Gade, Jeff Germer, Elizabeth Harty, Julie Hobbs, Amanda Mikhail, Dawn Nelson, Kim Otte, Laura Schroeder and Andy Schram

Attendance

Board - Wayne Brakke (arrived at 6:36pm), Adam Brase, Chris Gade, Jeff Germer, Julie Hobbs, Amanda Mikhail, Dawn Nelson (arrived at 7:06pm) Kim Otte, Laura Schroeder

Coaches / Others : Debbie Colgan, Elizabeth Thornton, Vikki Dalquist, Jenny Daniels, Tim Rinkel

1. Notation of approval of October meeting minutes via electronic vote
Yay: 8 Nay: 0 Abstain: 0 (4 did not vote)



10 2014 minutes.pdf

2. Review and approval of proposed meeting agenda.
Amanda moves, Julie seconds. Motion approved to adopt the agenda with the exception of TOI. This was moved to full discussion, per Adam Brase's request.

Vote to approve agenda:

Yay: 9 Nay: 0 Abstain: 0

Calendar

Upcoming Board Meeting Dates/Times

- BoD and Coaches Holiday party -
Saturday, Dec. 6 7:00 pm -Gade home
- Monday, Dec. 15 | 6:30 p.m.
Rochester Recreation Center | Bob Fick
- Monday, Jan. 19 | 6:30 p.m.
Rochester Recreation Center | Bob Fick

3. Consent agenda

1. Synchro Report/Discussion – Vikki Dalquist



Synchro Director
report Nov 2014.pdf

2. Learn2Skate – Amanda Mikhail/ Elizabeth Thornton



Learn2Skate
Report.pdf

Vote to approve consent agenda:

Yay: 9 Nay: 0 Abstain: 0

Old Business

1. Bids Committee Update – Elizabeth Harty (Julie Hobbs)

The bid packages are still not available, but Elizabeth H. is meeting with RASC/Shelly Boetcher to start the Regionals bid process. She is planning to use a copy of last year's bid package – so it's ready to go when it does come out.

2. Concussion Safety Protocol – Debbie Colgan

Debbie reviewed Minnesota state requirements for concussion safety and mechanisms for doing educating skaters and parents. She proposes a heads up in eNews, safety seminars, and a link on website.

Action: A link to the CDC website will be posted to the club website. Coaches will provide documentation to skater/parents when a suspected concussion occurs and will obtain an attestation from parents once the skater is cleared for return to play. Wayne Brakke will update the policies to reflect these changes.

3. Club Director – Chris Gade

Topic Deferred

New Business

1. Ice Show Policies updates -Wayne Brakke

Topic Deferred

2. STARS official bid– Elizabeth Harty (Julie Hobbs)



STARS LOC
Handbook 2015.pdf

Elizabeth also has a call in to U.S. Figure Skating regarding the bid for the STARS program since the document they sent wasn't a bid package as much as it was a handbook.

Committee Reports

1. President's Report – Chris Gade

- a. Chris reported two reported thefts in locker room. These have been reported to the police department.

b. Personnel Committee

Topic Deferred

c. Rec Center Update

 Project Update
11-4-14.pdf  2014111015412844720141110154453446
.pdf  .pdf

- i. Nov. 4th Park Board – presentation went well
- ii. Nov. 20th CUDE (Update)
- iii. Dec. 1st City Council (Update)
- iv. Dec. 9th Energy Commission (Presentation of the Energy study)

RFSC space is as outlined as in previous discussions. Construction begins March 6 -2015 – July 2016.
Information only – no action required.

2. Secretary’s Report – Julie Hobbs

The Board was reminded to vote when electronic vote is called.

3. Treasurer’s Report – Laura Schroeder

Show income reported so far is costume deposits. Billing error from Sept was corrected and the additional income is showing in October numbers. No other concerns or items highlighted.

4. Ice & Rules – Dawn Nelson

No updates

5. Marketing /Communications – Adam Brase

Committee includes Adam Brase, Elizabeth Harty, Tim Rinkel, Jen Kulack, and Tom Burket. This group’s first step will be to identify current structure and establish a process for future activities.

6. Fundraising Chair – Michelle Kalina (Chris Gade covered)

Poinsettias - sold about 50 less than last year. Will continue with Kwik trip and butter braid fundraisers.

7. Jr Board Report - Shreya Neyar

No report

8. Theatre on Ice – Jamie Santee


TOI report mid-Nov
2014.pdf

Adam asked about the process for vetting fundraisers within the club. At this point, there is no process for identifying which fundraisers should be adopted for our club. There is also no process for evaluating whether to fund-raise for donations to other non-profits. The board discussed that this initiative is a good idea, but in the future these activities should be submitted to the board for consideration and vetting.

Action: Adam will touch base with Jamie Santee to establish a partnership between the Marketing committee and this activity. Chris will communicate with Michelle Kalina regarding the fundraising component.

Coaches/Staff Reports (not included on consent)

1. Competitive Team Update – Lori Brakke
No report
2. Coaches’ Liaison Report – Debbie Colgan
Show casting meetings are in progress.
3. Hiawathaland – Jenny Daniels and Jeff Germer
This event has received USFS sanction and registration is open and posted on the club website. All planning is moving forward as planned.

Action: Jenny Daniels and Jeff Germer will communicate with Michelle Kalina to determine if an opportunity exists for partnering regarding local business sponsorship for Hiawathaland.

4. Ice Show – Tim Rinkel
Try outs were held about a month ago. At this point, 106 contract skaters and 131 L2S skaters have enrolled for this year’s show. Costumes are being created and are well on their way. Kathleen Panetta will be creating the logo. Cast list will be posted soon.

Adjourn

Adam moves to adjourn; Amanda seconds. Meeting adjourned at 7:22pm.

Future Agenda Items

1. Governing Council Representation
2. L2S/JPSE bundling update (Dec)