

Rochester Figure Skating Club

Board of Directors Meeting Minutes

Monday | November 21, 2016 | 2016
7:00 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 Members Present: Steve Beery, Jennifer Brehm, Kelly Corbin, Tammi Desens, Lori Jean Engle, Jeff Germer, Jana Janosik, John Kappler, Amanda Mikhail, Janis Miller.

Absent: Tam Husman, Andy Schram

Others Present: Lindsey Packer, Noelle Nelson, Laura Shroeder, Tim Rinkel

The meeting was called to order at 7:18pm by Amanda Mikhail; changes to the agenda were accepted and the meeting was conducted in the following order:

President's Report – Amanda Mikhail:

- Amanda stated she has nothing new to report.

Director's Report – Jana Janosik reporting for Maureen Schembri Wismayer (absent)

- Maureen met with the fitness coordinator of 125 Live regarding room and possible partnership with RFSC. Since we have already contracted coaches and gym space, she has asked him to give a proposal for next summer.
- Maureen is working with Lindsey (L2S Director), and Karen Meyer of Parks and Rec. to create an adaptive skating program for special needs children.
- Maureen and Anne are in the process of re-doing the office to make it look more professional, also, they have cleaned the old office out and much of the storage under the bleachers.
- Ice Hawks coaches have agreed to share the old office with RFSC. They will use the back half of the office, while Learn2Skate will use the front half.
- Poinsettia sales were good this year, the club selling 100 more than last year.
- Maureen continues to work with Ed to establish a good relationship and has viewing access to Rec Center computer program to see gym and ice bookings.
- The winter interim schedule is online.
- OMC trainers are being certified to teach the STARS program and will host this at their facility.
- Maureen would like us to vote on the \$4000 expense for office furniture
 - Laura Shroeder mentioned that vote was already taken to approve \$5000 for the office.

Secretary's Report – Jana Janosik

- Jana asked for revisions to the October meeting minutes; there were none.
- Kelly motioned to approve the October minutes, Janis seconded; all in favor

Treasurer's Report – Tammi Desens

- October income: \$104,000; expenses: \$114,000
- UGL Regionals numbers will not be complete until January.

(over)

Junior Board – Noelle Nelson

- The Halloween party was a success – 75 kids plus adults attended.
- The sign that Junior Board made for UGL is filled up with signatures, etc., so was a fun, positive way to welcome skaters from other clubs.
- They are making tie blankets to donate to the Ronald McDonald House.

UGL Report – Laura Shroeder

- The event went smoothly.
- Laura is recapping with U.S. Figure Skating.
- She received positive feedback from several coaches.
- Graham arena worked very well as a host facility.
- Laura would like for the club to bid this event again (pending profits) sooner rather than later to keep roughly the same LOC group.
- She is still waiting to receive income and complete expenses, hoping for a \$40,000 profit.

Hiawathaland Report – John Kappler

- The event has been sanctioned.
- Registration opened on November 5th and will close on December 5th. Only 5 skaters registered thus far which is a concern.
- Will get more publicity emails out.
- Working on vendor contracts.
- There will be a new awards design.
- John said he still needed a chairperson for Judges' Hospitality; Janis said she thought she had already agreed to do that, so she will take that role.
- IJS equipment has been reserved.
- There was some discussion of possibly extending the deadline given the concern of the low registration number. John may discuss that with Lee Gardner, the Chief Referee.
- There was discussion (John and Lindsey) about promoting Hiawathaland to Learn2Skate and Learn2Compete skaters.

Ice Show Report – Tim Rinkel

- Registration is complete
 - 103 contract skaters; 129 Learn2Skate skaters registered.
- The cast list is posted at the rink and online.
- The logo is complete.
- L2S credit card payments were billed today.

2014 Audit – Tammi Desens

- Tammi gave a thorough explanation the management letter and the internal control letter from the Hawkins Ash, the CPA firm that conducted the audit.
- There were several areas, she pointed out, that have been much improved since 2014 such as payroll and control environment.
- Hiring an Executive Director has been a major factor in helping to improve these things.

Policies – Amanda Mikhail

- There was confusion as to whether the proposed changes to the Criminal Background check/Safe Sport policies had been presented to the Board. They had not.
- Steve agreed to look at the changes and present a revised policy.

Adjourn – Kelly moved to adjourn, Janis seconded. Meeting adjourned at 8:19pm.