

Rochester Figure Skating Club

Board of Directors Meeting Minutes

Monday | April 17 | 2017

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, Tammi Desens, Lori Jean Engle, Jeff Germer, Tam Husman, Jana Janosik, John Kappler, Amanda Mikhail, Janis Miller.

Absent: Kelly Corbin, Andy Schram

Others Present: Maureen Schembri Wismayer, Lindsey Packer

The meeting was called to order at 7:05pm by Amanda Mikhail and was conducted in the following order. The TCFSFA report was moved from consent agenda to action agenda. A motion to accept the agenda with this change was made by Steve and seconded by Jennifer. All were in favor. Consent agenda reports are attached at the end of the minutes:

President's Report – Amanda Mikhail

- Jana Janosik is resigning from the Board following her completion of the April minutes. Amanda asked for volunteers to fill in as Secretary for the May meeting and annual meeting on the 12th. Jennifer Brehm volunteered to step in.
- Amanda and Tam are working on detail for the annual banquet to be held on May 12th at 125 Live.

Junior Board Report – no report due to Ice Show dress rehearsals

Director's Report – Maureen Schembri Wismayer

- Test scheduled for May 9th at Graham arena
- There is a projected loss of about \$200 per week for ice until June 3rd.
- The 2017-2018 school year contract schedule is ready.

Secretary's Report – Jana Janosik

- Jana informed the Board that the incorrect first draft of the March minutes was sent out with the agenda. The revised minutes were sent out immediately after. Jana explained the changes made to minutes. The revised minutes are what we are voting to approve.
- Steve motioned to approve the revised minutes, John seconded. All in favor.

Treasurer's Report – Tami Desens

- March is at a net loss.
- Year-to-date actual is ~\$25K above budget
- We have received donations from OMC and King Orthodontics

Hiawathaland Report – John Kappler

- John summarized his report which is attached at the end of the minutes.

- There was some discussion on offering the Solo Dance series next year. It has been requested by a couple of coaches.
- There was some discussion on the concern that only about 40% of RFSC skaters competed at Hiawathaland this year.

TCFSA Report – Amanda Mikhail

- Amanda read the report from Suzanne Lee-Trejo
- Report is attached at the end of the minutes

Synchro Funds – Vikki Dalquist absent due to Ice Show dress rehearsals

- This was information only with no decisions being made since Vikki was not at the meeting to discuss.
- Some ideas were given on how to handle needs outside of budget, one being that committee chairs/directors can apply for grants. The grants would come from a reserve that would be used at the Board's discretion. This is only a preliminary idea that was sparked from the letter. More discussion will be planned for future meetings.

Board Nomination Committee – Board

- There was some review of the policies for Board nominations and elections and possible changes that could be made.
- There are 4 open spots for the 2017-2018 year.
- John Kappler agreed to begin in this role calling for Board member nominees.
- No changes were made to the process as these changes require a Board vote and possibly a club vote at the annual meeting.
- The topic of the idea for changes to the nomination and election process and policies will be on the annual meeting agenda.

Other Items:

- John Kappler requested for the Board to form a solid bids committee to examine the club's opportunities to host large events.
 - He proposed this committee create a draft of what the bid process would entail.
 - John made a motion to update bids submission and review process. Tammi seconded. All in favor.

Adjourn:

- Janis made a motion to adjourn, Jennifer seconded. All in favor.

Synchronized Director's report to the Board for April 2017

I spent time on the following things:

- Held a 2 hour meeting with my team managers and our budget manager covering important items for next season as well as this one. I am following up on some wonderful recruiting ideas that came out of this meeting.
- Followed up with a note to parents after an incident that happened to one of the Pre Juvenile team members. After I brought this to Maureen's attention she followed up to gain more information and I spoke to each team and. It was a bullying incident that involved a non-club member that occurred by the ice immediately following one of our practices.
- We held two "skate synchro for free" days with good attendance for the beginner level, but not for the Pre Juvenile. I had prepared a plan for each day and made handouts for those who came.
- Communicated to the teams our plans for after the ice show and important upcoming dates.
- Maggie Panetta will be our main guest presenter for our synchro camp August 11-13th.
- With the managers I am working on plans for our synchro banquet May 7th.
- Gave Tim Rinkel information for a Rhythm & Blades ad for the show program.
- Various and assorted communications about the teams with managers and parents.

The Pre Juvenile team skated well, except for a fall, and placed 4th out of 6 teams in Eau Claire. The Synchro Skills team skated very nicely and placed 4th out of 5 teams.

On a personal note I thoroughly enjoyed watching the World Championships in Colorado Springs. It was an exciting competition filled with fabulous skating and wonderful performances. I was especially thrilled to be able to watch Maggie Panetta as a member of Team USA! I will be sending out recommendations for videos to watch to the teams. It is amazing to note how far synchro has come since the first World Championships in Minneapolis in 2000. The level of skating has improved dramatically from that first championships that I attended. The Post Bulletin article on Maggie Panetta and Samantha Romenesko was very nice.

– Vikki Dalquist

4-17-17 Learn2Skate Board Report

- Winter 2 session ends April 15
- Ice Show classes end April 15
- Spring Fling session starts May 6
 - Registration is open!
 - 3 week session
 - Classes will be held on Saturdays at Graham Arena
 - Rental skates will be available by pre-pay only and we will take rental skates over to Graham Arena for the skaters who have signed up for them

Ice Show Report

The Ice Show is almost here and we are EXCITED!!!

- The third installment of Ice Show information was posted to the website.
 - Set up for the show begins Friday, April 14 in the late afternoon, early evening. Set up will continue on Saturday, April 15. No set up Easter Sunday, April 16.
 - Show tickets are for sale in the RFSC office, at Hunt Drug and Blades to Ballet.
 - Security will post the special needs seating request poster on Monday, April 10.
 - We have over 50 extra ice show posters and are looking for RFSC members to take them to their work places or other businesses they think may hang a poster.
- Extra posters are due to the Elementary schools not posting them this year due to sending out electronically via Peach Jar.
 - Poster distribution lists need to be updated to not include businesses that were closed.
 - Some confusion in quantity of posters to print from last year to this year.
 - Our guest skaters this year are Blake Eisenach and Eliana Secunda. They will arrive in Rochester Thursday evening, April 20.

2017 show dates: April 21 – 23, 2017 Respectfully submitted, Tim Rinkel, Jenny Daniels & Debbie Colgan

Hiawathaland 2017 Review

Overall successful event by all vocalized accounts. Committee chairs nailed their assignments and there was teamwork (example: Interpretive) abound!

23% lower individual skater participation than the average of the last several years. Reasons theorized include:

- - Cannibalization by Regionals.
- - Competing events in the cities. There was an ISI that weekend.
- - The construction and parking situation of 2016 turned people off.
- - The skater event conflicts of 2016 turned people off.
- - The entry fee increase.

Only two visiting synchronized skating teams. Reasons theorized include:

- The Synchro Midwestern Sectionals was relatively close in timing and in proximity.

As opposed to previous years, no complaints about event conflicts. Lower participation negated the need to use the North rink as much.

The IJS monitor for the IJS officials was not setup, which resulted in no IJS scoring results being announced. This annoyed some coaches and parents. This was caused by a software malfunction with the IJS system during setup.

Changes introduced:

- - Skaters in single-skater events were given an option to change event level, skate an exhibition, or cancel with a refund. Past options were just to change levels or cancel.
- - The entry fee for the open competition was increased \$15 in order to cover the cost of complimentary videos provided to all open skaters. This is the only way that the Videographers take the work and we need the Videographer for the IJS replay system.
- - Made participation medals available for all skaters in case they asked. Officially, only provided these for Pre-Pre and below as has been the tradition.
- - Including the shared warm-up periods in the schedule solved the problems seen in the past.

Financial

2017 Actuals: Income - ~\$36K, Expense - ~\$34K, Net Income - ~\$2K (still processing) 2017 Budget: Income - \$49K, Expense - \$33K, Net Income - \$16K 2016 Actuals: Income - \$49K, Expense - \$31K, Net Income - \$18K

Decrease in Net Income of \$16K from 2016 and \$14K from Plan. Reasons:

- - Increase in Expense was the complimentary video for open skaters - \$2.5K. Otherwise, expense would have been below plan.
- - Decrease in Income was caused by lower participation. Average skater spend is \$156. At 61 fewer skaters than last year, that is \$9,516. Five fewer Synchro teams at roughly \$200 each is another \$1K. Merchandise sales are also hit by lower participation.

Participation Data

2017: Individual skaters – 211. RFSC – 102, Visitors – 109 => 48% RFSC

RFSC Open – 66, RFSC Contract (Jan/Feb) – 119 => 55%

RFSC Basic – 36, RFSC L2S (Winter 1) – 305 => 12% Synchro: teams – 5, RFSC – 3, MN - 5, skaters – 53 Clubs - 26: MN - 20, WI - 1, IA - 4, MI - 1.

2016: Individual skaters – 272. Starts – 542. RFSC – 109, Visitors – 163 => 40% RFSC

RFSC Open – 73, RFSC Contract (Jan/Feb) – 139 => 53%

RFSC Basic – 36 Synchro: teams – 10, RFSC – 3, MN - 9, WI – 1, skaters – 118 Clubs - 23: MN - 15, WI - 3, IA - 5.

2015: Individual skaters – 285. RFSC – 111, Visitors – 174 => 39% RFSC

RFSC Open – 81, RFSC Contract (Jan/Feb) – 131 => 62%

RFSC Basic – 30 Synchro: teams – 15, RFSC – 3, MN - 14, WI – 1, skaters – 164 Clubs - 26: MN - 19, WI - 5, ND – 1, CO - 1.

2014: Individual skaters – 261. RFSC – 116, Visitors – 145 => 44% RFSC

RFSC Open – 85

RFSC Basic – 31 Synchro: teams – 10, RFSC – 2, MN - 9, WI – 1, skaters – 123 Clubs - 24: MN - 17, WI - 4, IA – 1, ND – 1, WA - 1.

2018 Preparations

Big Picture:

- - 2018 dates: February 2nd through 4th. Rec Center reserved.
- - Duluth has already announced 2019 dates that conflict with ours, Super Bowl Weekend – February 1st through 3rd. Gretchen, Jeff and I believe we should stick to our dates. Duluth likely changed their date due to their rink's schedule. Jeff said he would drive up and have a word with them
- - Verbal commitment from photographer and videographer for 2018.
- - Need to start advertising. Laura did this last year in conjunction with Regionals.
- - Consider adding National Solo Dance Series (NSDS). Researching.

Details:

- - Extend the free videos to the Basic skaters, but avoid raising the entry fee. Will cost roughly \$560.
- - Consider buying bulk flash drives for all participants for their videos.
- - Configure EntryEeze to require submission of the Planned Programs for IJS skaters.
- - Avoid a "Sales Table". Not enough business and it drains a weekend's worth of volunteer time.
- - Need to identify a good process for getting Learn2Compete skaters into EntryEeze.
- - Need to script the Skate Race and have more helpers on the ice.
- - Need to identify a better process for managing skater critiques. Last minute requests

are stress creators and we messed up the TOI critique even though it was requested very early.

- - Investigate Facebook and other social media publicity options.
- - Consider extending the entry deadline to better facilitate Learn2Skate.
- - And many other minutia items for the event Chairs to consider.

Dear RFSC Board of Directors,

I am requesting funds for the synchronized skating program's 2017-2018 season. I apologize for getting this to you so late.

I have been asked by the club director & the club treasurer to move my director salary into the synchro budget so that the teams would be responsible for this. This has come out of administration up to now. I went through my board reports for the past year to determine how much of my time is spent on director duties that do not relate specifically to the current teams. I find approximately one quarter of my time falls into this category. I would like to request that one quarter of my salary come from administration. This would be \$550. I am fearful of the increase in fees to the skaters with this change and ask for this to help ease this a little.

As you should know, when the club hosted The Midwestern Synchronized Skating Championships in 2011 the club made a significant amount of money. The synchronized program was given \$70,000 of this money. We developed a three year plan on how to use the funds which kept a significant amount of money beyond those 3 seasons. After two seasons of accessing these funds, 11-12 & 12-13, we had approximately \$50,000 remaining. Due to financial issues within the club at that point in time we were unable to access these funds for the next two seasons, 13-14 & 14-15. We were given money by the board for the 15-16 and 16-17 seasons.

At this point I expect to be moving the current Pre Juvenile level team up to the Open Juvenile level because most are aging out of Pre Juvenile. This is a significant move to a much higher level team. They will need to train harder in order to fit in to this level. I am hopeful to be able to field two teams below this level. Most likely a Synchro Skills 2 team as this season and also a Pre Juvenile or Synchro Skills 3 level team. Elizabeth will be having an adult team that may move to the Master level this season.

I have arranged for world team member Maggie Panetta to be our main guest presenter at camp and will be getting other local experts in to work with our skaters. I would like to be able to use Maggie and other alumni skaters this summer to help train our teams.

I am requesting \$6000 towards the synchro program which I would like to use as follows:
\$2000 toward our August camp
\$4000 toward assisting all teams with training, extra coaching and practices, and judge critiques.

These funds will help a great deal in being able to build the teams and keep this program moving forward. I thank you for your consideration.

Vikki Dalquist

RFSC Synchronized Skating Director