



Rochester Figure Skating Club Board of Directors Meeting Minutes

March 18, 2019

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: Tamika Ballard, Jennifer Brehm (Secretary), Fawn Hangge (Treasurer), John Kappler (President), Elizabeth Rice, Amanda Roe, Andrew Schram (Vice President), Darin Tosse

Absent: All Present

Others Present: Maureen Schembri-Wismayer, Sarah Germer, Vikki Dalquist

Call to Order: Motion made by J. Kappler seconded by T. Ballard at 7:00pm.

Consent Agenda: Motion by A. Schram to approve consent agenda, seconded by E. Rice.

1. February 2019 Board of Directors Minutes
2. L2S Director Report
3. Synchro Director Report
4. TCFSA Notes - No March meeting
5. Midwest VP Conference Call Notes

Reports

1. Junior Board Report- Considering having skaters sign up at the beginning of the contract year for locker cleanup days to even out the attendance numbers. Mid year there are not a lot of skaters that sign up to clean the locker room. Lost and Found bin is getting full. Planning to help at the Prop Shop and putting together the L2S goody bags for Ice Show. Working on the Shimmy Shammy award for the banquet.
2. Treasurer's Report- Budget is favorable. Hiawathaland was more profitable this year than 2018.
3. Director's Report- Seminar with Alex Johnson will be offered post Ice Show. 2019-2020 School Year schedule has been drafted and approved by coaches. Statistics for retaining/increasing contract skaters is favorable.
4. President's Report- Shout out to Laura Schroeder for a well-run picture day. Shout out to Chris Desens for recommending getting light weight carpet. Shout out to Vikki and the Synchro teams for doing well in the Eau Claire competition. Board Member elections are coming up quickly. Applications and bios are being accepted. Three current Board Members are up for re-election. Banquet is scheduled for May 10 at 125 Live. Carpet expense allocation should be capitalized.

New Business

1. Summer Board Meeting Schedule - Discussion- Is it necessary to meet June, July, and August? June is necessary for Rochesterfest planning, August is necessary since it is the month prior to the budget being due in September. July is not necessary and will only be held if needed. Board will meet 10 months a year, maximum (once in Nov/Dec).

In-Flight Initiative Updates

1. Carpets- John - Done
2. On-ice Video Recording System- Darin and Andy- Done
3. Vision and Mission- Update- USFS updating their Mission after completing an update of the vision last year.
4. Lights - Andy- everything is complete. Shout out to Brant Thornton for helping to install and build components for the lights.

Open Forum

A motion to add and approve update to policy 1603, Team Skating Director(s), by A. Schram and seconded by A. Roe. All in favor.

Adjournment

A motion was made to adjourn by E. Rice at 8:04pm, seconded by A. Roe.

Respectfully submitted, Jennifer Brehm, Board Secretary, Rochester Figure Skating Club

Synchronized Director's report to the Board for March 2019

I spent time on the following things:

- Synchro camp: added ice time to Friday and confirmed times with Ed & Maureen, arranged Black Light yoga.
- All three teams skated well at the Eau Claire competition. The Open Juvenile team tied for second place and returned home with a large trophy.
- Finalized our banquet date to Sunday May 5th from 4-7 at Gloria Dei Lutheran Church. Made sure volunteers are working on details.
- Forwarded US Figure Skating Synchro Dream camp information to teams.
- Set Pre Juvenile Spring session and distributed information to teams and registration info to Anne in our office.
- Informed the teams of upcoming team placement taking place May 2nd & 9th.
- Informed teams of Summer practice times.
- Registered for Litter Bit Better and informed teams of this volunteer opportunity on Saturday May 4th. Our teams have been part of this team effort since either the first or second year. This is the 12th year for this event.
- Sent Skate-a-thon info to all teams. Unfortunately we did not have a large turnout of synchro skaters.
- Synchro Try it days: Invited all Explorers 2 and free skate class participants by email and handouts, put up posters and got info on website and ENews for this. We had 9 skaters come on Wed 3-13.
- Spring Fling class: Sent promotional emails to same skaters as above.
- Various and assorted communications about the teams with managers and parents.

- Vikki Dalquist

Learn2Skate Board Report

March 2019

- **Winter 2:** Winter 2 classes started on March 2 and goes through April 20 with no classes on Saturday, March 23 (due to the Return of the Robin) and the week of March 25-March 30 (due to Rochester Public Schools Spring Break). Learn2skate show rehearsals start March 16 (Saturday)- April 20. Learn2skate testing week is April 16-20.
- **Spring Fling:** Spring Fling session is April 29-May 18 (3 week session and no testing). There will be classes on Tuesdays 6-6:30, Thursday 6-6:30, Friday 5:15-5:45, Saturday 11-11:30. Practice ice Tuesdays 6:30-7, Thursdays 6:30-7, Fridays 5:45-6:15, Saturdays 11:30-12. Explorers 2 class Mondays 7-7:45.
- **Summer 1:** Summer 1 session is June 3-July 11 (5 weeks) with no classes July 1-4 due to the Fourth of July week.
- **Blades and Buddies camp** is July 15-19
- **Summer 2:** Summer 2 session is July 22-August 22 (5 weeks).

<u>Winter 2, 2019</u>	<u>Winter 2, 2018</u>
Skaters-321	Skaters-307
Starts-448	Starts-412

3/14/2019 Midwest VP CC – John Kappler

Main topic – Qualifying Competition Series

Many, many details that can be gotten on the USFSA website, but here is what I caught that is good to know:

- If you cannot make it to Regionals then this is another way to get to Sectionals
- You get a National Ranking when you participate in this as a skater
- They are allowing more skaters at Sectionals, not less qualifiers at Regionals, which is what I first assumed. This will result in more participants at Sectionals and make that a more enticing event to host. 18 will qualify for Sectionals versus the current 12.
- This actually provides more chance to make Sectionals.
- May 28th deadline for skaters to register to participate. \$25. Can register at two different levels – 2 times \$25. Many rules on this to review as a skater.
- Can only get points at Series Competitions, of which the RFSC cannot be one because the timeline is from May to September. Check the competition announcements to be sure when trying to get Series points as a skater.

Other than that, lots of Board of Directors notes, but nothing significant for the club. Much preparation for Governing Council.

PREVIOUS POLICY

1603 Synchronized Skating Director

The Synchronized Skating director is a part-time employee of the RFSC and is accountable to the Board of Directors. The Synchronized Skating director is paid a pre-determined stipend that is reviewed and approved annually by Board of Directors.

The Synchronized Skating director is responsible for the organization and operation of RFSC Synchronized Skating program. His/her duties include, but are not limited to:

- Working with the Ice and Rules committee to determine Synchronized Skating schedule
- Preparing the write-up for contracts & submit to the ice committee.
- Scheduling extra off-ice & on-ice practices for each team
- Cancelling scheduled ice when necessary.
- Selecting & recruiting managers for each team.
- Meeting with Synchronized Skating managers to pass along information & plan the competitive season.
- Communicating with managers, captains, & team members about various synchronized activities.
- Answering questions of prospective synchro members and parents.
- Determining the best way to divide skaters into teams.
- Choosing music for all teams.
- Doing the initial competition dress design and making other equipment/apparel decisions.
- Meeting with synchro coaches to plan practices, teach choreography, discuss goals, etc.
- Planning & distributing information on tryouts for the teams.
- Planning & distributing information on Introduction to Synchronized Skating classes.
- Writing articles for the online newsletter & update web site.
- Helping managers deal with any problem situations.
- Recruiting new skaters for teams.
- Developing ways to improve the quality of skating and the Synchronized Skating programs and then carry out these plans.
- Exemplify the highest standards of good sportsmanship and professionalism. Be an advocate for all skating members (ice dance, individual competitors, synchronized teams, testers, and adults) and in doing so, support the growth of the entire club.

APPROVED POLICY UPDATE
1603 Team Skating Director(s)

The Team Skating Directors are part-time employees of the RFSC and are accountable to the Board of Directors. Team Skating Directors are paid a pre-determined stipend that is reviewed and approved annually by the Board of Directors.

Team Skating directors are responsible for the organization and operation of their respective RFSC Team Skating program. The following duties and any other administrative tasks are covered by the Team director's stipend. His/her duties include, but are not limited to:

- Work with the Executive Director on all operational activities.
- Communicate ice requests and cancellations to the Executive Director.
- Prepare the write-up for team skater contracts.
- Schedule extra off ice and on ice practices for each team.
- Select and recruit managers for each team.
- Ensure all team managers are compliant as per US Figure Skating rules and regulations, including SafeSport policies.
- Meet with Team managers to pass along information and plan the competitive season.
- Help managers deal with any problem situations
- Communicate with managers, captains and team members about various Team Activities.
- Answer questions from prospective Team members and parents.
- Determine the best way to divide skaters into teams.
- Choose music for all teams.
- Decide on the initial competition dress design and make other equipment/apparel decisions.
- Meet with Team coaches to plan practices, teach choreography, discuss goals etc.
- Plan and distribute information on tryouts for the teams.
- Plan and distribute information on introductory classes.
- Recruit new skaters for teams.
- Write articles for the online newsletter and the club web site. Ensure all team related web site content is current.
- Communicate any team information for marketing/advertising to Executive Director.
- Develop ways to improve the quality of skating and the Team Skating programs and then carry out these plans.
- Provide a monthly report to the Board President and Secretary to be included in the minutes in time for the monthly Board meeting. This report should include:

- The number of teams and the number of skaters under the Director's direction along with a general overview of any changes in team membership from the previous month.
- Upcoming competitions or events (exhibitions, camps, banquets, training visitor or team training trips, etc.) plans for the next three months from the report,
- Any results from previous competitions not already reported,
- Any challenges that the Board can assist in resolving,
- Upcoming fundraising efforts for the next three months from the report,
- Upcoming public relations opportunities,
- Any significant deviations from the Team Budget,
- Any team issues worth noting,
- Exemplify the highest standards of good sportsmanship and professionalism. Be an advocate for all skating members (ice dance, individual competitors, teams, testers, and adults) and in doing so, support the growth of the entire club.

Adopted: 9/20/10 Revised: 3/18/19