

Rochester Figure Skating Club

Board of Director's Meeting Minutes

Monday | May 17, 2016

7:00 p.m. | Rochester Recreation Center | Bob Fick

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, Tam Husman, Jana Janosik, John Kappler, Amanda Mikhail, Janis Miller and Andy Schram

Other's Present: Maureen Schembri Wismayer, Elizabeth Thornton, Jenny Daniels, Ginger Knapp

The meeting was called to order at 7:04 p.m. by Amanda Mikhail, RFSC President.

1. Introductions – Amanda Mikhail

- Distribution of meeting minutes from March, April and Banquet distributed for review. Approval of minutes for March and April will be conducted by email prior to next meeting.
- Welcome and brief review of Robert's Rules of Order for new board members.
- Distribution and review of proposed meeting agenda.
Andy makes a motion to approve the agenda, Janis seconds the motion. Motion passed – All in Favor
 - Brief introductions from new and existing board members.

2. President's Report – Amanda Mikhail

- Club received notification that TCFSA meeting attendance was not met this year.
- Lack of attendance resulted in loss of a \$1,000 stipend from TCFSA.
- Reminder that RFSC is required to place TCFSA ad in future Hiawathaland and Ice Show programs.
- Suzanne Lee-Trejo and Kelly Corbin will share responsibility for RFSC representation during 2016-2017.

3. Club Director Report – Maureen Schembri Wismayer

- Presented report by Gretchen Wilson regarding the USFSA Governing Council meeting.
- No Rec Center ice from Aug. 1st through Sep. 12th (both rinks down) due to energy conservation work at the Rec Center. Maureen is working with Graham Arena to try to reserve ice during this period.
 - Graham ice (1 sheet only) won't be available until Aug. 8th.
 - Will be competing for ice with hockey and may be limited in availability of ice time.
- Current off-ice/STARS instructor, Jenny Miller, will be leaving on June 23rd (moving out of town).
 - Maureen will contact the sub instructor to see if there is interest in the position.
 - Elizabeth notes that Gabby Clayton (new L2S coach) has background in strength and conditioning and might be a good fit if she has interest in the position.
- L2S Director
 - Currently 3 applicants for L2S Director opening, how do we want to proceed with selection process?

- Maureen's preference is a selection panel consisting of the Club Director, a coach representative, and an Executive Board member.

Andy makes a motion to allow Maureen to initiate hiring process as needed to fill open positions, collect applicant information, conduct phone interviews and set up interview panels for selection of new hires, Janis seconds the motion. Motion passed – All in Favor

- Presented proposal for Summer Exhibition – Debbie Colgan unable to attend.

- Proposed Date: July 22, 7:00-8:30pm.

- No admission charged, use leftover funds from the US Bank grant.

- Show comprised of 1.5 minute numbers and intended to be skater driven.

- Practice ice on Tues., July 19, 5:30-7:30pm and Thur., July 21, 5:30-7:00pm (L2S has week off).

Steve makes a motion to approve Summer Exhibition as outlined above and Lori Jean seconds the motion.

Motion passed – All in Favor

4. Treasurer's Report – Amanda Mikhail

- Maureen distributes financial reports.
- Amanda indicates that the club finances are strong and walks through the layout of the report for new board members.
- It was noted that the fiscal year coincides with ice contract schedule (Sep. to Aug.).
- It was noted that the L2S program is an important focus area and source of club revenue.

5. Junior Board / Locker Room Policy – Jenny Daniels, Ginger Knapp

- Jenny reviews basic information regarding the Junior Board.
 - Monthly meetings - 15 skaters, 2 liaisons, Club Director.
 - Participation in various club activities - Goodie bags for L2S, Rochesterfest parade, locker room clean ups, locker room monitoring.
 - Encourage volunteer participation outside of the club (e.g., BooFest in 2015)
- Ginger and Jenny reviewed concerns and asked for guidance regarding a skater repeatedly found in locker room without having completed the mandatory locker room agreement.
 - Skater knowingly violated club policy, has been seen in the locker room by Junior Board members, Maureen and Ginger and has been asked repeatedly to leave the locker room until a locker room agreement has been completed.
 - Not clear what existing penalties would be most appropriate in this situation.
 - Following in-depth discussion, Kelly proposes a tiered approach to penalizing these types of violations provided that they are witnessed by a board member, staff member, liaison, or coach:

1st offense – verbal warning to the skater.

2nd offense – written (email) notification to skater and parent, \$10 fine per offense and warning of a 6-month suspension from use of the locker room for a third offense.

3rd offense – 6-month suspension from use of the locker room.

Kelly makes a motion to approve policy amendments as outlined above and Andy seconds the motion. Motion passed – All in Favor

6. Election of Officers and Orientation (closed session) – Amanda Mikhail

- Review of basic election procedures with board members.

- New Executive Committee will consist of the President, Vice President, Treasurer, Secretary and Club Director.
- New Executive Board elected following nominations, discussion and voting:

Amanda Mikhail – President
Jeff Germer – Vice President
Treasurer – Tammi Desens
Secretary – Jana Janosik
- Amanda reviews RFSC Board Member Agreement with all board members and asks them to sign and return the document to her for President's signature.
- Amanda proposes a 2 -hr orientation meeting for new (and old) board members at Valentino's on a future date. She will send out a Doodle survey with several possible dates and times for this meeting.

7. Discussion of Leadership and Committee Assignments for 2016-2017 – Amanda Mikhail

- Amanda proposes leadership for 2017 Ice Show:

Jenny Daniels – Co-Chair
Tim Rinkel – Co-Chair
Debbie Colgan – Artistic Director

Kelly makes a motion to approve the proposal made by Amanda and Tammi seconds the motion.

Motion passed – All in Favor

- Discussion regarding committee leadership roles began based on the list of committees and chairs from 2015-2016. Discussions to be continued at the next meeting.

8. L2S Report – Elizabeth Thornton

- For new board members, reports include # of skaters and # of starts for current/upcoming sessions.
- Spring Fling numbers: 134 skaters (up 13 from last yr), 184 starts (down 28 from last yr).
- Summer I registration open – email to go out this week to families explaining changes with new Learn to Skate USA curriculum and class offerings.
- Blades and Buddies Camp registration open – email to go out this week to families.
- Will be scheduling staff and intern orientation for new Learn to Skate USA curriculum (mostly minor changes).

Steve makes a motion to end the meeting, Andy seconds, All in favor- Meeting ends at 9:10 p.m.

Respectfully submitted, Jeff Germer, Board Vice President, Rochester Figure Skating Club