



Elk River Figure Skating Club Board of Directors

Furniture and Things Community Event Center

Wednesday, August 9, 2023, 5:00-6:30 PM

AGENDA

1. CALL TO ORDER (President/Vice President)
2. ROLL CALL (quorum = majority of existing Directors)
3. APPROVAL OF AGENDA (unanimous additions/deletions required)
4. APPROVAL OF LAST MONTH MINUTES
5. Open Microphone
 - An opportunity for guests to provide comments and feedback to the Board regarding items not on the agenda. Information provided in Open Microphone will not be discussed by the board; rather, the information will be scheduled for discussion at a future meeting.
6. President's Report - Kara
7. Secretary's Report – Cindi
8. Treasurer's Report – Curt
9. Membership Chair – Heather
10. SafeSport Chair – Tim
11. Test Chair–Kara
12. Fundraising Chair– Michelle
13. Volunteer Chair-
14. Synchro – Tim
15. OLDBUSINESS
 - A. Website
 - B. Fall Ice
16. NEWBUSINESS
 - A. Finalize/Vote on Budget
 - B. Coaching: resume for Dianah Klatt
 - C. Holiday Exhibition – December 10 (on the website club calendar)
 1. Chairperson(s) volunteer
 - D. Spring Show – Date
 1. Chairperson(s) volunteer
 - E. Parent Meeting
17. OTHER BUSINESS
 - A. Future Agenda Item
 - B. Adjournment

Meeting Protocol

- No sidebar discussions
- No interruptions
- State your concern
- Ensure you understand
- Don't take things personally
- Adhere to time limits
- Come prepared
- Ensure all are heard
- NO discussing how votes were given
- NO cell phones

Elk River Figure Skating Board of Directors

Furniture & Things Event Center

August 9, 2023 5:00-6:30 PM CST

Present – Voting Members: Cindi Rose, Liz Koepp, Michelle Nelson, Karmyn Larson, Anthony Larson, Kara Walker, Tim Dunlap, Curt Dehn

Present – Non-Voting Members: Heather Palumbo

Absent:

Guests:

1. Opening of the Board of Directors Meeting

- a. Kara Walker **called the meeting to order 5:03 PM**
- b. Cindi Rose took **attendance and a quorum was confirmed: Yes**
- c. **Karmyn Larson motioned to approve July's minutes, Tim Dunlap 2nd**
 - i. **Board vote: Approved unanimously**

2. Open Microphone: Club Survey, All club bonding add to September agenda

3. President's Update: Kara

- a. \$225/\$180 ice per hour; prime hours morning and during the day
- b.

4. Secretary's Report: Cindi

- a. Off-ice Gear/Equipment list was distributed to the board on July 15, 2023 via email.
 - i. Cindi Rose made the motion via email on 7/21/2023 for the club to purchase the gear on the request list with the note that we wait to purchase the mirrors until we have a place to store or put on a wall in the Furniture and Things Event Center facility.
 - ii. Michelle Nelson 2nd the motion.
 - iii. Email vote was taken and the **motion passed on July 25, 2023**
- b. Bags tournament and Silent Auction fundraiser
 - i. Cindi Rose made a motion via email on 8/7/2023 to move forward with the bags tournament and silent auction that is tentatively reserved for October 1, 2023.
 - ii. Karmyn Larson 2nd the motion
 - iii. Email vote was taken and the **motion passed on August 7, 2023.**

5. Treasurer's Report: Curt

- a. Financial report sent out prior to the meeting \$28k savings \$12k checking
- b. Letter from bank of Elk River – 15 months CD maturing, \$15k
 - i. 5 month @ 5.05%
 - ii. 15 month @ 4.93%
- c. **Curt Dehn motioned to take the current CD at maturity, \$15, 651.33, and place it into a 5 month CD, Karmyn Larson 2nd**
 - i. **Board vote: Approved unanimously**
- d. Website domain renewal \$20 annually coming due in October
- e. Opulence

- i. Sherburne CT Fair: \$800
- ii. ER Motorcross: \$416
- iii. Rogers Dental – Bronze sponsor \$150 – Marissa Rose
- iv. United Water & Sewer – Gold sponsor \$500 – Izzy Nelson
- v. American Family \$50 – Izzy Nelson

6. Membership Chair: Heather

- a. Email sent out the club membership contact information; confidential information

7. SafeSport Chair: Tim

- a. Webinar coming up soon. No other information at this time.
- b. Safety training for skaters; how often do skaters review?

8. Test Chair: Kara

- a. Single panel test session on 8/21/2023; daytime ice.
- b. Two higher level skaters are going to Brooklyn Park to test.

9. Fundraising Chair: Michelle

- a. October 1, 2023 reserved for The Buff for the bags (corn hole) tournament; requires a \$100 deposit
- b. Draft flyer for the Bean Bag Tournament (May need to be reworded as Corn Hole Tournament)
 - i. Kara will check on the ERFSC Fundraising email with password.
 - ii. Volunteer opportunities to setup
 - 1. Corn Hole tournament
 - 2. Silent Auction
 - 3. Raffle
 - 4. Setup/Clean up

10. Volunteer Chair: Karmyn

- a. Karmyn has the membership surveys

11. Opulence Synchronized Skating : Tim

- a. First practice starts 8/17
- b. Maplewood – December
- c. Swan Lake – February
- d. Eau Claire – March

12. Old Business

- a. Website - Holiday party for Opulence the idea is to include the ERFSC pot luck/gathering
- b. Making cards for Guardian Angels for the holidays w/pizza or pot luck as a club bonding event
- c. Fall Ice – Kara had a draft of the Fall contract to review
 - i. Waiting on ice costs to be confirmed

13. New Business

- a. Finalize/Vote on Budget – move to next month and waiting for QuickBooks transition
- b. **Coaching: resume for Dianah Klatt**
 - i. Dianah will be in town next week. Setup a day/time to meet Dianah with the board and coaches.
- c. Holiday Exhibition – December 10 (on the website club calendar)
 - i. Chairperson(s) volunteer – Liz Koepp
 - 1. Spreadsheet that helps to walk through the planning
 - 2. Bake sale, dress sale
- d. **Spring Show – Save the Date: May 4, 2024**
 - i. Chairperson(s) volunteer
 - ii. Prom is May 11.
- e. **Parent Meeting – Tuesday, September 12 prior to the board meeting 5:30-6:30 PM**
- f. **Skaters safety training will take place the first week of Fall contract**

14. Other Business:

- a. Jana Fosum is interested in the open board position. Invite Jana to meet the board.
- b. Send out email to the club regarding open board position and see who may be interested.
- c. Coach Shannon's last day August 29th starting her maternity leave.

15. Closing Announcements and Adjournment

- a. The next regular scheduled business meeting of the board will be in person at Furniture & Things Community Event Center on **Tuesday September 12, 2023 from 6:00 to 7:30 PM.**
- b. Meeting concluded at 7:08 PM.

Submitted,
Cindi Rose
ERFSC Secretary