



Elk River Figure Skating Club Board of Directors
Furniture and Things Community Event Center
Tuesday, December 12, 2023, 6:00 - 7:30 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 will email the board her update.
7. Secretary's Report – Cindi
8. Treasurer's Report – Curt
9. Membership Chair – Heather
10. SafeSport Chair – Tim
11. Test Chair–Kara will email the board her update
12. Fundraising Chair– Michelle
13. Volunteer Chair- Karmyn
14. Synchro – Tim
15. TCFSA Delegate(s): Tara/Cindi
16. Coach Liaison – Heather
17. Website – Anthony
18. OLDBUSINESS
 - A. Camp/Seminar new proposal presented at the November board meeting.
19. NEWBUSINESS
 - A. Summer Contract 2024: to discuss in 2024 (place holder so it doesn't get lost)
 1. Ice dance class, synchro camp, power edge class
 - B. Spring show save the date
20. 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

December 12, 2023 6:00 – 7:30 PM CST

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

Present – Non-Voting Members: Heather Palumbo

Absent: Anthony Larson

Guests: McKenna Hoff

1. Opening of the Board of Directors Meeting

- a. Kara Walker **called the meeting to order 6:01 PM**
- b. Cindi Rose took **attendance and a quorum was confirmed: Quorum has been met**
- c. **Cindi Rose motioned to approve the agenda, Tim Dunlap 2nd**
 - i. **Board vote: agenda approved**
- d. **Liz Koepp motioned to approve November’s minutes, Michelle Nelson 2nd**
 - i. **Board vote: November minutes approved**

2. Open Microphone:

- a. Suggestion to move board meetings to a different time/day to allow Tara to seat at the table for the ERFSC social media.
 - i. Coaches meeting at 4:30 start or Monday
 - ii. Quarterly for coaches to attend
- b. All club photo for website

3. President’s Update: Kara

- a. Facility meeting held Monday, 12/11/2023
 - i. No price changes
 - ii. Artwork for some of the white walls in facility
 - iii. Club banner, Opulence banner displayed in facility

4. Secretary’s Report: Cindi

- a. Nothing to report

5. Treasurer’s Report: Curt

- a. Financials were sent out via email on 12/12/2023
- b. Waiver from the City of Elk for the club that need to sign
 - i. This waiver is a standard policy
- c. **Curt makes a motion to approve \$75 for gift bags for Holiday show, Liz 2nd**
 - i. **Board vote: board approved \$75 reimbursement to Karmyn Larson**

6. Membership Chair: Heather

- a. 52 ERFSC members
- b. High school club/lettering
- c. Heather is developing a Welcome packet and is looking for ideas

7. SafeSport Chair: Tim – nothing to report

8. Test Chair: Kara

- a. TCFSA for winter test session February is heavy with 5 test sessions scheduled in the cities. January has 1 test session and March has 2 test sessions. The test session for ERFSC would be a 3 panel test and would need 10 tests that require 3 panel judges at a certain level.

9. Fundraising Chair: Michelle

- a. Betty's Pies with a target delivery date before Easter, March 31st
 - i. Need to find out when to start selling and pickup
 - ii. Jodi did Betty's Pies last year and Heidi picked up the pies
- b. Other possibilities
 - i. Butter braids and cookie dough
 - ii. Heggie's Pizza
 - iii. Pizza Ranch
 - iv. VonHanson's Meat Market

10. Volunteer Chair: Karmyn

- a. Spring show locker room volunteers need Safe Sport and background checks.

11. Opulence Synchronized Skating : Tim

- a. Maplewood competition this weekend, 12/16/2023

12. TCFSA Delegate(s): Tara/Cindi

- a. TCFSA ad – on website home page or program
 - i. Must send a program to verify the TCFSA ad
 - ii. TCFSA ad on home page will be verified by TCFSA board to randomly check clubs websites.
 - 1. Cindi will follow up with Anthony about moving the TCFSA ad to the home page
- b. MN State Competition – new proposal passed unanimously
 - i. TCFSA handles all the money.
 - 1. TCFSA is covering all costs. Clubs would not be putting out any of the money
 - 2. TCFSA will be taking all the risks
 - a. For example: If a competition has a revenue of ~12K, 50% goes to club which means in this example the club would then get \$6
 - 3. TCFSA will provide the money to secure ice, travel, medals/trophies, etc
 - 4. TCFSA will not require any volunteer hours from other clubs
 - a. If partnering with another club the two clubs would each get 25% of the profits
 - 5. If the competition would lose money, TCFSA would absorb the loss with no loss to the host club.
 - ii. MN State Competition will always be in August
 - 1. August 17-18, 2024
 - 2. August 16-17, 2025
 - 3. TCFSA is working on a bid sheet that would be required to complete when submitting to host the state competition.
- c. Training will be provided via Zoom and open to all who are interested in the training
 - i. Ongoing consultant would be available through the whole process any time in the future.
 - ii. TCFSA doesn't want to lose any money so they are invested in training.
- d. Test Chair Meeting will be planned soon.

13. Coach Liaison: Heather

- a. Adding ice dance for summer contract
- b. Live Barn locked for certain events; need dates ahead of time
- c. ERFSC to host competitions
- d. Summer camp
- e. Change time on the board meeting so coaches can attend
- f. On ice harness – not broken; just came undone
- g. McKenna sent an email to coaches that she was going to do a video virtual test

- h. Off ice – is it going well? Should they expand off ice?
- i. Loving the level ice on the Kieser rink
- j. Girl Scout event – Saturday, February 3rd, 2024
- k. Additional LTS hour of ice for Basic 3 and up
- l. Opulence may need to move to Saturday or another time; need 1 hr of ice.
- m. The club offers approximately 6 hours of ice per week; may not be enough for a skater to be competitive. McKenna felt there should be 10 hours of contract ice available.
- n. Mallory – a previous skater and club approved coach. Mallory has synchro background and will be a synchro sub and an individual coaching sub. She will need to complete Safe Sport and background check.

14. Website – Anthony – no report

15. Old Business

- a. Camp/Seminar new proposal presented at the November board meeting.
 - i. Seasons of Skating would be bringing 15 skaters from WI.
 - ii. ERFSC has 5 skaters
 - iii. 25 skaters would potentially bring in \$5k in revenue
 - iv. Discussion on the risk if the ERFSC covered the cost of the seminar
 - 1. There would be risk; but, the club would be okay
 - v. **Cindi Rose motioned for the ERFSC to host the Season of Skating seminar that includes Robert Tebby and cover the cost of the seminar. Tim Dunlap 2nd.**
 - 1. **Board vote: motion approved**

16. New Business:

- a. Summer Contract 2024: to discuss in 2024 (place holder so it doesn't get lost)
 - i. Ice dance class, synchro camp, power edge class
- b. Spring show save the date

17. Future Agenda Items:

18. 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 January 9, 2023 from 6:00 to 7:30 PM.**
- b. **Meeting concluded at 8:10 PM.**

Submitted,
Cindi Rose
ERFSC Secretary