



Elk River Figure Skating Club Board of Directors
Furniture and Things Community Event Center
Tuesday, January 9, 2024, 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
 - Arena ice condition
 - Skating Code of Conduct Grievance
7. Secretary's Report – Cindi
8. Treasurer's Report – Curt
9. Membership Chair – Heather
10. SafeSport Chair – Tim
11. Test Chair– Kara
 - 3 panel judge for testing
12. Fundraising Chair– Michelle
 - New fundraising idea
13. Volunteer Chair- Karmyn Larson
 - Volunteering
14. Synchro – Tim
15. TCFSA Delegate(s): Tara/Cindi
 - Brief summary of January 8th Hosting a Comp Zoom meeting
16. Coach Liaison – Heather
17. Website – Anthony
18. OLDBUSINESS
 - Camp/Seminar (flyers for website and distribution, registration, etc)
 - Events (Girl Scout Event, camps/seminars, etc)
19. NEWBUSINESS
 - Spring Show
 - Music on contract ice
 - Social Media Content
 - ERFSC Senior – membership/award
 - Show pictures
20. OTHER BUSINESS
 - Future Agenda Item
 - 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

January 9, 2024 6:00 – 7:30 PM CST

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

Present – Non-Voting Members: Heather Palumbo

Absent: Curt Dehn

Guests: Michelle Borum, McKenna Hoff, Dianha Klatt

1. Opening of the Board of Directors Meeting

- a. Kara Walker **called the meeting to order 6:00 confirmed: Quorum has been met**
- b. **Cindi Rose motioned to approve the January agenda, Anthony 2nd the motion**
 - i. **Board vote: agenda passed**
- c. **Karmyn Larson motioned to approve December’s minutes, Tim Dunlap 2nd**
 - i. **Board vote: December minutes approved**

2. Open Microphone: Michelle Borum had several topics to bring to the board meeting.

- a. Meeting minutes not updated on the website; June was the last.
- b. Testing is not updated on the website.
 - i. Kara will create an annual test update.
- c. Fundraising for the club and asked if there will be other opportunities for this year.
- d. Events for the club and suggested emailing all club members as not everyone has social media.
- e. Michelle Borum also questioned who on the board is responsible for communicating with the arena regarding figure skating.
 - i. The home page for the Furniture and Things Community Event Center/ice arena has 3 hockey pictures and no figure skating photos.
- f. Michelle also brought up the Zamboni issue and what the policy is regarding ice resurfacing.

3. President’s Update: Kara

- a. Arena ice condition
 - i. When coaches reach out to Kara regarding ice conditions, Kara does address the conditions with the facility immediately. There are other users of the ice that have complained from time to time as well. Kara requested 15 minute zam; however, the facility pushed back and stayed with 10 minute zams.
 - ii. Longer zams may need to be negotiate with the facility.
 1. Kara will talk with the facility to see about getting 15 minute zams prior to club ice sessions.
 - iii. The arena may need to skip a zam if someone doesn’t show up and there is no one to zam.
 - iv. Hockey players are not coming off the ice when the Zamboni comes out.
 - v. If a coach decides not to do zam, all coaches should weigh in and all agree to skip a zam.
 - vi. Heather reached out to the coaches regarding the skip zam that recently occurred.
 1. Not very many skaters were on the first session which is the reason why the zam was skipped
 2. The zam drivers will often ask if we need a zam.
 - vii. Possibility add a note to a safety section that there will be no zam skips unless it is due to the facility not being able to complete a zam.

4. **Secretary's Report:** Cindi
 - a. Nothing to report
5. **Treasurer's Report:** Curt
 - a. Curt has requested to step down and is looking for a replacement.
 - b. Will need to send an email out to the club members to see if anyone is interested.
6. **Membership Chair:** Heather - no report
7. **SafeSport Chair:** Tim – checked the compliance report and everyone is up to date
8. **Test Chair:** Kara
 - a. 3 panel judge for testing – Scheduled for February 16, 2024 at 11:30 – 3:30
 - i. Gold level panel
 - ii. Test session date is on the TCFSA website
9. **Fundraising Chair:** Michelle
 - a. New fundraising ideas – handout shared listing some possibilities for this year.
 - i. Gertens – club makes 30% on plant sales and 15% on plant cards
 - ii. Green Valley for flowers was suggested as an alternative
 1. Michelle will look into Green Valley.
 - b. How many fundraisers should we do? 1 or 2?
 - i. Flowers sale for sure
 - ii. Betty's Pies – do we have a driver? Is there a minimum \$ amount for orders.
 - iii. Nautical Bowls – sell during a Furniture and Things Community event?
 1. Kara will inquire with Tim and with the facility.
 - iv. How much did we make at the bake sale?
 1. An exact amount was not provided.
10. **Volunteer Chair:** Karmyn
 - a. Volunteering
 - i. Added volunteer spots in Signup Genius
 - ii. Girl Scouts helping on the ice are volunteering – no volunteer hours will be credited
 - iii. Add reminders in newsletter on volunteer hours
 1. Who needs volunteer hours?
11. **Opulence Synchronized Skating :** Tim
 - a. PJ team exhibition at the Squatch game on January 19, 2024
 - b. Competition coming up – Swan Lake in Beaver Dam, WI on February 9-10, 2024
 - c. Syncrho Mingle for the Aspire team.
 - d. Eau Claire synchro competition coming up – March 10-11
12. **TCFSA Delegate(s):** Tara/Cindi
 - a. Brief summary of January 8th Hosting a Comp Zoom meeting.
 - i. Due to time constraints tonight I will defer the details of the meeting last night with the TCFS until February's board meeting.
 - ii. It will take 6-10 club members to be part of the planning committee to host a MN State Championship comp. I am not sure our club is ready to take on 2025 unless we can co-host with another club AND we have committed members of our club to take on positions.
13. **Coach Liaison:** Heather
 - a. Coaches meeting on January 11, 2024
 - i. Update will be sent out after this meeting
14. **Website –** Anthony
 - a. Coaches bio received from Heather
 - b. GS and Seminar up on landing page
 - c. Registration link will be coming the end of the month

15. Old Business

- a. Camp/Seminar (flyers for website and distribution, registration, etc)
 - i. Update flyer also on the Seasons of Skating website. You can print out a flyer and put them up in other clubs.
 - ii. Gopher Gold has the flyer too
 - iii. Small meeting on January 24, 2024 for the seminar
 - iv. Venmo, cash, or check methods of payment for seminar
 - v. Food covered for guest coaches
 - vi. Need to reserve meeting room with the facility.
- b. Events hosted by ERFSC
 - i. Girl Scout – February 3, 2024
 - ii. Camps during the summer
 - iii. Therapy dog visit to the arena for all club members
- c. Ice for Summer – Currently we have 3 hours each day
 - i. LTS on Mondays
 - ii. Tuesday mornings
 - iii. Wednesday evening
 - iv. Thursday evening

16. New Business:

- a. Spring Show – May 10, 2024
 - i. Save the Date
 - ii. Sign up possibly through website or Google forms
 - 1. When registrations are due
 - 2. Good Luck ads
- b. Is the arena kicking in for anything for the Spring show?
- c. Music on contract ice
 - i. Cord broken off during open skate and no one said anything to the facility
 - ii. It was working on Saturday, January 6th
 - iii. The club needs a way to play music if something like this happens again.
 - 1. Some coaches have portable speakers
 - a. If there is not a way to play music, check with coaches to see if there is one to share.
 - b. Dianha suggested that if there is a problem that all coaches take a minute of their time to check on a resolution. A coach may have a speaker that can be shared.
 - 2. If the club needs one, the club can purchase one and hide it in the 'hidey hole'
- d. Social Media Content
 - i. Some ERFSC members feel that the club is not being represented on Facebook or Instagram equally.
 - ii. Maybe having more than one person as a admin for the club social media accounts.
 - iii. Dianah has some information regarding social media platforms that help to create a plan and can automatically send out reminders.
 - 1. Dianah and McKenna offered to help with marketing and social media for the club.
 - iv. Coaches will get together and come up with a plan for social media
- e. ERFSC Senior – membership/award
 - i. During the spring show and banquet the club offers collegiate memberships.
 - ii. Collegiate membership fee is \$100 and good for 4 years.
- f. Show pictures
 - i. Are we doing show pictures?
 - 1. Liz plans to do show pictures

17. Future Agenda Items:

- a. Coaches attending seminars (e.g. Season of Skating)
 - i. Fee may be \$50
 - ii. Could be considered coaching development
 - iii. Add to the February board meeting

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 February 13, 2024 from 6:00 to 7:30 PM.**
- b. **Meeting concluded at 7:41PM.**

Submitted,
Cindi Rose
ERFSC Secretary