

## SVFSC Board Meeting

December 8, 2024

6:30

### Minutes

Officers Present: Erica Olson-President, Melissa Snyder-Vice President, Brittany Myszka-Treasurer, Paula Betz-Secretary

Board Members Present: Amanda Crouse, Thomas (TJ) Mobraten, Will Berger

Others Present: Katie Rauber, Heather Awender, Kayla Hammond,

**Approve Agenda: Motion to approve agenda as presented by Brittany, 2<sup>nd</sup> by Melissa.**

**Motion passed.**

### **Treasurer's Report: Brittany**

- Club Account- \$50,174.87
  - Trust Account- \$48, 185.18
  - Gaming Account- \$245, 402.89
  - Money Market Trust- \$87, 277.21
  - CD- \$150,000 renewed for 7 months
  - **Motion to approve Treasurer's Report by TJ and 2<sup>nd</sup> by Melissa.**
- Motion Passed.**

### **Old Business**

1. Business between meetings:
  - a. SVFSC Jacket Policy was voted on electronically. 5 of 9 board members voted with the policy approved 4-1.  
**SVFSC Advanced Jacket Policy:** The first advanced jacket will be provided to all skaters who meet the criteria to be on the advanced team from SVFSC. The selected vendor for advanced team jackets is Grippers Sports in Wahpeton, ND. They will have the advanced team logo. Jackets can be purchased in adult size XS-2X and must be

purchased through Grippers to ensure all skaters have a matching team jacket. If a skater needs a replacement jacket for any reason the jacket will need to be ordered through SVFSC and will be ordered once the skater has paid the club for the cost of the jacket, replacement jackets will not be ordered until payment is verified.

- b. Cookies ordered for World Skating Day and will be handed out December 8 and 12.
  - c. Executive board ordered supplies for treat bags to be handed out after Holiday Expo
2. Holiday Exhibition- December 15 at 5:00 p.m.
    - a. Rachelle will coordinate the drop off of cash and food donations with advanced skaters.
    - b. Erica will print off signs for admissions table
    - c. We cannot live stream the Exhibition or any performance due to USFSA rules
  3. Skate Library
    - a. **Motion made by Melissa and 2<sup>nd</sup> by Brittany to form a Skate Library Committee with 4 people-the chair of the committee will be a board member. Motion Approved.**
    - b. TJ is willing to chair the Skate Library Committee. Erica is also willing to help out and Amanda is willing to provide information to the committee on what has been done thus far.
  4. Back up runner for gaming
    - a. Contract for board review- \$17/hour and volunteer hours are waived. Contract will be formally approved once someone has signed.
    - b. Erica to send out email to club to see if anyone is interested.
  5. Holiday Ice registration up and running. Reminder that bonus punch cards can be used for Holiday Ice.

## **New Business**

1. Committee Updates
  - a. Camp-will ask committee for full written report by January meeting.
    - i. Thank you Bethany and committee for a job well done!

- b. Costume Coordinator
  - i. Disposal of old club costumes-status
  - ii. Rearrangement of costume room/shelving-status
  - iii. Erica will check on the status of this.
- c. Learn and Compete-February 22
  - i. Announcement will be up by end of December
- d. Spring show-budget proposal for lights/set(tabled to January meeting)
- e. Volunteer
  - i. Discussion was held on volunteer hours for ice monitoring. It was suggested that ice monitoring for certain days/times of days should be listed in one-hour increments. Melissa will work with Ginger to list hours for the next session.
  - ii. It was also suggested that a training session for ice monitoring and other volunteer opportunities be held early in the spring session to encourage more volunteering and help parents understand the options.

## 2. Virtual Test Sessions

- a. The board was asked to confirm payment for coaches representing skaters and coaches coordinate/carrying out virtual testing
- b. It was agreed coaches get \$100/day for representing skaters at testing session per their contract. This is per day, regardless if it is the same test session and for virtual and in-person.
- c. Hourly rate will be paid for any coaches assisting with test session (video, playing music, handling general logistics and paperwork), in addition to the \$100/day if representing a skater at testing.

## 3. Spring 2025 Session

- a. Schedule ready to go.
- b. Board decision on continuation of bonus punch cards
  - i. Previous bonus punch cards:LTS-for every 2 half hour items purchased per skater, you will receive a 5 hour punch card. For advanced skaters-for every 4 half hour items purchased per skater you will receive a 5 hour punch card. Per SVFSC policy

bonus punch cards must be used prior to the first day of the fall 2025 session.

**Motion made by Melissa and 2<sup>nd</sup> by Will to keep current Bonus Punch Card Policy. Motion approved.**

- c. In-person registration on first day of group classes-January 2<sup>nd</sup> (6:00-7:00) and Jan. 5 (4:30-6:30)
    - i. Ginger to be there. Need one or two board members also. Erica can help and maybe Melissa. Erica will send out email to board to ensure there are two board members at each registration.
    - ii. Volunteer table set up also
    - iii. January 9<sup>th</sup> and 12<sup>th</sup> Parent Meeting
  - d. Spring Show registration deadline is January 26<sup>th</sup>.
4. Gaming funds- decision for future investments, thank you Amanda for this information.
- a. For information purposes: when we receive money from another ND Licensed Gaming Organization, ei Fairmount Fire Department, we have to that money in our Trust Account. It is just fine for us to get money this way, but it is not to go into the General Fund. Any time our club gets a form, "Application for Gaming Funds" from another organization it should be given to the Treasurer or Bookkeeper to complete, as we need to make sure it is all tracked appropriately.
  - b. We are allowed to put our money with a Foundation to invest. Other organizations use the NDD Community Foundation to do so.
  - c. We can use our money for rink improvements. We can either pay the contractors directly or we can Donate Proceeds to Head of the Red (another ND Licensed Gaming Organization) for them to use, we should be specific on the Form as to the Project it is to go to. We just want to be sure that the Project goes to something that would benefit our skaters directly, most of them would but just something to take into consideration.
  - d. The board has discussed addressing items b. and c. and would like wider club input if we choose to do either option. Board will work on suggested times. The annual meeting was one suggestion.

5. SVFSC Code of Conduct
  - a. Parents-**Motion made by Amanda and 2<sup>nd</sup> by Brittany to approve Parent/Skater Code of Conduct and that the parent needs to sign the Code of Conduct before registration-effective Spring 2025 Session. Motion approved.**
    - i. Melissa will send code of conduct to Ginger to post on website.
  - b. Coaches-Code of Conduct will be emailed to coaches to review and board members should send any potential edits to Melissa.
  - c. Board Members-**Motion made by TJ and 2<sup>nd</sup> by Amanda to approve the Board Members Code of Conduct with a change to number 8 - not requiring board members to be on a committee, but board members will be encouraged to be on a committee. Motion Approved.** The Board Code of Conduct will be signed in January.
  - d. Code of Conducts will be added to the policies on the SVFSC site.
6. Club room copier-Katie will call Liberty to check on prices for leasing a printer/copier.
7. Storage for LTS items-**Motion made by Melissa and 2<sup>nd</sup> by TJ to budget \$2000 for a storage cabinet for LTS supplies, (which would be placed by the Advanced Skaters lockers) pending approval from Ben. Motion approved.**
8. Advanced Skaters storage -Advanced skaters will be offered, starting with the oldest, a locker for skate storage. An email will be sent out by Kayla offering this option for Advanced skaters. Skates should not be stored in the club room.
9. Costume Coordinator Contract-Ginger will be offered a separate contract for her costume coordinator duties and be compensated at her professional rate. The board asked that the contract item regarding laundering the costumes be clarified. The contract will hopefully be signed by January 1.
10. Closed Board Session-  
**Motion made by Amanda and 2<sup>nd</sup> by Brittany to offer Courtney Mann a contract for coaching with SVFSC. Motion approved.**

**Meeting adjourned.**

**January 12,2025**

**February 9,2025**

**March 9, 2025**

**April 13, 2024**

**Membership Meeting and Banquet April 27, 2025-General**