



Rochester Figure Skating Club Board of Directors Meeting Minutes

August 20, 2018

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



RFSC Mission statement: 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: Jennifer Brehm (Secretary), Tamika Ballard, John Kappler (President), Elizabeth Rice, Amanda Roe, Andrew Schram (Vice President), Darin Tosse

Absent: Fawn Hangge (Treasurer)

Others Present: Vikki Dalquist, Alexarae Sackett, Kari Sackett, Maureen Schembri-Wismayer

Call to Order: Motion made by J. Kappler seconded by J. Brehm at 7:00pm.

Consent Agenda: Motion by A. Schram to approve consent agenda, seconded by T. Ballard

1. Synchro Report
2. Learn2Skate Report
3. July 2018 Board of Directors Minutes
4. TCFSA Meeting Notes
5. Midwestern VP CC Notes

Reports

1. Junior Board Report - Jr. Board sweatshirts are being designed and priced. Also designing shirts to sell for club members. Halloween party crafts have been ordered. Locker room cleanup dates are in the works.
2. Treasurer's Report - Finances are favorable with the club being profitable.
3. Director's Report -
 - o Looking for a new location for the prop shop to be held.
 - o School Year Schedule- Sk8 Psych has been cancelled due to low enrollment; Dice on Ice had low enrollment so the ice time has been changed to an Open session.
 - o Currently have 121 contract skaters.
 - o Maureen is continuing to work with 125 Live on securing a 5-year agreement for use of an off-ice space. A motion was made by A. Schram, seconded by A. Roe, to authorize Maureen to continue negotiations with 125 Live for up to \$50,000 for the use of an off-ice space. If negotiations are reached, Maureen is authorized to proceed with the agreement. All in favor. Motion carried.
 - o Maureen notified Board Members who need to complete SafeSport training.
 - o Lydia is semi-retiring, will be put on the 'sub list'.

4. President's Report -
 - o Blades & Buddies went well. Kudos to Anne Moberg, our B&B Chair.
 - o Storage space is improving, but items need to be looked at by certain groups/chairs (i.e. Halloween party, Ice Show, Hiawathaland, etc.)
 - o Excel is replacing Test Track. More to come.

Discussion/Action Agenda

1. Policy manual - Baseline approval. Next Steps. – John
2. Prop shop relocation update – going to use Rec Center Storage Shed - Maureen
3. Show lights - Andy
 - o A. Schram made a motion that the club make the investment to upgrade the rink lighting for up to \$50,000, and to also negotiate with the Grizzlies to get back some compensation for their use of the new lighting. T. Ballard seconded. All in favor. Motion carried.
4. Rental skate program. Rec Center has a plan. Let's wait for that to unfold. – Vikki
5. Skater meeting times – can they be scheduled outside of work hours to better facilitate parent involvement and rides, example: the safety seminar. To be considered on an event-by-event basis. – Tam
6. Summer volunteer hours – end of year conundrum – shifting the calendar not feasible due to contact timing. Not much can be done because something will always be last. Tam
7. Excel Series Participating Competition application discussion. Will apply. - John
8. In-Flight Initiatives
 - o Club Mission and Vision Implementation – No progress. - John
 - o Carpets. – No significant progress. - John
 - o Trophy Case – No significant progress - Andy/John/Maureen
 - o On-ice Video Recording System – No significant progress – Andy

Open Forum: No items presented.

Adjournment: A motion was made to adjourn by A. Schram at 9:02pm, seconded by J. Brehm.

Respectfully submitted, Jennifer Brehm, Board Secretary, Rochester Figure Skating Club

Synchronized Director's report to the Board for August 2018

I spent time on the following things:

- Synchro Camp: Sent emails to current skaters stressing how great camp is and an email with Samantha Romenesko's bio along with a scan of her quote from a recent Skating magazine. Made an emergency contact list for each team from registration information. Secured volunteers for various jobs, recruited a few skater helpers, finalized schedule, etc.
- Sent emails clarifying school year synchro times to all teams and potential new synchro skaters. Also worked with Anne to fix issues with information on the portal.
- Put information together for Fall 1 & 2 classes and gave this to Kari Sackett.
- Various and assorted communications about the teams with managers and parents.

I am very happy to report that synchro camp was a big success. We had 33 skaters participate – 14 Open Juvenile, 9 Pre Juvenile, and 10 Synchro Skills. All of the presenters were well received and the survey comments are very positive. The cutest thing was at the end of camp when I was near a couple skaters as they were about to leave and one of them said to me, "Why is synchro camp only one weekend?" She wanted more. 😊

- Vikki Dalquist

8/20/18 Learn2Skate Board Report

- **Summer 2:** Summer 2 session is from July 23- August 23 (5 weeks). This summer we added 15 minutes of practice time to the class time. Classes are from 6:00-6:45 pm and 6:45-7:30 pm on Tuesday and Thursday evenings. Explorers class is on Mondays from 5:45-6:15. The learn2skate testing week will be 8/20/18-8/23/18 as well as the last week of Summer 2 Learn2skate.
- **Starting Fall 1:** classes will return to 30-minute classes and separate practice time as it has been in the past. Fall 1 session starts September 4 and goes until October 20 (7 weeks). Explorers class will start September 10 (due to September 3 is Labor Day) and goes until 10/22 (also 7 weeks).
- **Learn2skate Intern Training:** There were two Learn2skate Intern training sessions offered on 8/9/18 and 8/16/18. The training was an hour with off-ice 30 minutes is (going over expectations and skate rental) and was on-ice for 30 minutes (going over the Learn2skate set up, Learn2skate curriculum, and strategies on assisting with Learn2skate students).

<u>Summer 2, 2018</u>	<u>Summer 2, 2017</u>
Skaters-136	Skaters-142
Starts-172	Starts-202

TCFSA Meeting Monday, August 13, 2018

- 1) Basic Skills – Season ended with Minneapolis Competition. Awards will be given at Minnesota State Competition in the morning
- 2) Any new changes to calendar (tests etc) please submit to Kathy Lambert
- 3) PSA training reminder to Register. Deadline 8/17. Seminar is at Bloomington Ice Garden on 9/9. All day event.
- 4) Minnesota State starts 8/16. 185 competitors for State and 65 for TCFSA Open. Good number for 1st time (TCFSA Open)
- 5) Scott Hamilton event – <https://www.crowdrise.com/TwinCitiesMNSk8> Skate to eliminate Cancer. Kick off will be on 8/18 11:30am during Minnesota State. Be part of the event and win to skate with Scott Hamilton.
Oct 19th On-Ice Celebration. See link for more information on fundraising incentives.
- 6) 9/23 Recognition Dinner at Midland Hill Country Club. Due 9/2.
- 7) Our new president , Julie Mattson Ostrow, wants to make TCFSA up to speed on how we function.
 - I) More efficient in ways to better communicate (ie for Rochester’s members to travel less)
 - II) To include more people like board members, chairs of events, etc
 - III) Less meetings and more strategic, ie 1/quarter etc
 - IV) Use online methods, Goto meetings, skype etc
 - V) More focused on Communication and Education
 - VI) TO host centralize test sessions or seminars/camps***Any suggestions/ideas welcome. What can TCFSA do to help our club?
- 8) Make sure your members are up to date on Safesport. It’s important that volunteers pass the test before being assigned.
- 9) TCFSA celebrate 50th year next year!
- 10) September is Presidents’ Meeting. John: Please plan to attend?

July 17th Midwestern VP Conference Call Notes – John Kappler

Almost the entire meeting was about the new SafeSport rules.

Highlights:

There are many new rules for coaching and officials compliance. We'll have to review to ensure our coaches are covered.

Club volunteer roles should be categorized into two groups: 1) Observable public spaces and no one-on-one time with skaters – Ice Monitors, Music Chairs, Registration, etc. These roles will not require SafeSport training completion. 2) Club officers, test chairs, competition chairs, etc. These roles will require SafeSport training completion as well as background checks. More information coming out on this.

USFS membership has grown to 192,110.

Bridge programs are recommended for the transition from L2S to contract. We have that.

USFS membership cards are now digital and available via the members only link on the website.

All board members must be USFS members.

Membership agreements should have language on membership terminations. Ours does.

There was a discussion on the principle skating headquarters and we have that covered.

L2S is the key to long-term sustainability. Currently 133,969 members – highest ever. 6.2% growth.

There was an "Axel" club idea presented to provide motivation to skaters.

Lots of discussion on whether L2S coaching is included in SafeSport compliance requirements.

2021 is the 100th Anniversary of USFS. Celebration preps underway.

This proposal will address the current and future lighting needs for the RFSC Ice show and a request from the Grizzlies Hockey organization to provide game special effects lighting.

Background:

The current Ice show lighting is comprised of 4 main areas:

1. Follow Spot lights (8 well used but serviceable follow spots of multiple manufactures)
2. 36 Custom Footlight fixtures with a custom PC based control system
3. 24 Par56 Downwash lights with a 4-color wheel, also a PC based custom controller and Software
4. A mix of DMX (industry standard) special effects lighting (Strobes, 12- Black Lights, 1- mirror ball, 2 Sun Ray LEDs rotating fixtures and 15 X-scan moving mirror fixtures) all controlled via freeware SW package.

Issues with current lighting area:

Foot lights and color wheel wash lights are critical for most (if not all) numbers and are becoming non-supportable. PC hardware and adapters are no longer manufactured, replacement parts are no longer available. We do have one spare PC but it is of the same vintage.

Overhead lights provide minimal flexibility (all on or all off, with some ability for flashing and sequencing) These are non-movable, the beam is only straight down from each fixture.

The 15 X-scan are 20-watt lights and are not suitable for use at the distances required to mount them in the rink. Lighting professionals recommend at least 10X the power to be usable.

Black lights require a warm up time and although usable do not provide a significant amount of UV light.

Our 8 maned follow spots require significant set up time (1/2 day with 6-8 installers) and are only practical for major events (Ice Show). They have issues covering the large skating numbers when most of the rink is being used by the skaters. That said, our current follow spots remain usable and we have spare parts to keep them operating for many years to come. In addition, the used market has similar lights available as replacements as required in the \$3 to 4K range. We currently have one spare and one light undergoing repair. We will have two functioning spares that will insure we do not have a lighting issue during any specific Ice show week.

The Grizzlies have requested a partnership with RFSC to upgrade our current lighting that would allow for their organization to utilize lighting for their games. They are specifically looking for a very easy to use system with a small number of lighting effects preprogrammed for use at game start, goals, and intermission. Our current lighting system is not designed for ease of use and could not be provided to the Grizzlies organization in its current form.

Proposal:

There are three issues this proposal will address:

1. Replacing our custom lighting solution to an industry standard set of fixtures and software to allow for future growth and eliminate issues with obsolescence.
2. Increase features and functions to enhance and expand the creative needs of our Ice Show. Specifically, to allow for much broader Ice coverage and additional special effects for selected numbers See this video for a demo <https://www.youtube.com/watch?v=XvAMiJHafMQ>
3. Address the request and ability of the Grizzlies Hockey team to assist in funding the propose lighting upgrade

The first action which we have already begun is to upgrade the current Foot Lights with a DMX controller that will allow industry standard Lighting SW to control these lights. In addition, we will be rebuilding the fixtures to increase robustness and reliability and with the new controller can add special effects such as chasing lights, dancing between all colors and positions.

Second action was to engage Metro Lighting in St. Paul to evaluate our overhead lighting and to recommend replacement fixtures for the current color wheel down lights. Metro Lighting made a recommendation and provided a loaner fixture for our evaluation. This evaluation was completed at the end of July and included mounting the fixture in the Rink. Both Tim Rinkel, the Grizzlies managers (Garrett Patrick) and I were there for the evaluation.

Third action was to confirm that we will be able to maintain and replace as required our current set of manned follow spots.

Specific asks:

Complete funding the Footlight Rebuild	\$5000
24 AM DJ VISI BSW300 Moving Head light fixtures	\$38,400
Support equipment (Cables, Adapters and Computer, ipad)	\$2000
One full day SW set up and consultation (on site)	\$2000
<u>Contingency</u>	<u>\$2600</u>
Total Request	\$50,000

Partial Cost Recovery Options:

- Retarget the previously approved funding for replacement Follow spots
\$10,000
- Request an upfront payment from the Grizzlies of 25% to include a 5 year use contract
\$12,500
- Offer a per game use fee of \$100 to be paid quarterly (25 games/year*5 years)
\$12,500

Remove 15 X-scan moving mirror fixtures and attempt to sell on E-bay

\$TBD

Additional funding request

\$27,500