

Rochester Figure Skating Club
Board of Director's Meeting Minutes
Monday | July 20, 2015
7:00 p.m. | Rochester Recreation Center | Bob Fick

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: Steve Beery, Kelly Corbin, Tammi Desens, Stacy Dierauer, Lori Jean Engle, Chris Gade, Jeff Germer, Elizabeth Harty, Amanda Mikhail, Janis Miller, Andy Schram, Laura Schroeder

Staff Present: Debbie Colgan, Vikki Dalquist, Anne Pappas Owen, Elizabeth Thornton

Others: Jen Casad, Anne Moberg, Tim Rinkel, Ann Vozzi, Felicia Zhang

The meeting was called to order at 7:02 p.m. by Amanda Mikhail, RFSC President.

1. President's Report – Amanda Mikhail

- Amanda discussed the new Senior Center – 125 Live. She will do a meet and greet with Sally Gallagher, the Executive Director of the center.
- Recreation Center Construction: The entrance will be moved further to the east on Elton Hills Drive. This will hopefully help with traffic.
- The construction schedule is about 2 weeks behind but all is going well.
- Cooling Towers – this work is slated for after the show in 2016.

2. Secretary's Report – Stacy Dierauer

- Review and approval of the meeting minutes
Laura makes a motion to approve the minutes and Janis seconds the motion
Motion passed – all in favor

3. Treasurer's Report – Laura Schroeder

- Laura mentioned that we are now through June 30th and are still on target.
- The US Bank Sponsorship funds have now been moved from the Admin bucket and distributed to the Ice Show and Seminar (\$4,400 to Ice Show and \$5,600 to Seminar)
- Learn 2 Skate is up from last year and really looking good.
- Elizabeth Harty requested to see the detailed copy of the monthly expenses in addition to the summary P&L provided. Laura will provide a copy to any board member interested in seeing the detail.
- 2015 – 2016 Budgets – each area prepares a budget for expected income/expenses and Laura compiles into one main budget. The budgets are requested around June and need to be closed at the August 17th meeting.
- A question was raised asking if any reserves will be used for the new Club Director and Laura stated we are not sure at this time if we will need to. We are looking as the new Club Director as an investment. Janis makes a motion to approve the Treasurer's Report and Lori Jean seconds the motion
Motion passed – All in favor

4. Coaches Report – Debbie Colgan

- The coaches met on June 29th and they had 8 coaches in attendance
- They discussed housekeeping items, lettering, ice show but the bulk of the meeting was putting ideas to a schedule.

5. Jr. Board – Felicia Zhang

- Felicia mentioned that there has been some bullying and fighting going on in the locker room. Jeff and Felicia will follow up on what happened and go from there.
- They are brainstorming ideas for their new locker room. We want to be sure that the skaters are involved in the design of the new room.
- Halloween Party – they have been told to go ahead with the planning as there should not be any issues with the construction.

6. Consent Agenda

- TCFSA Report – No July Meeting – Meetings resume in August
- Learn2Skate – Elizabeth Thornton
- Theatre on Ice – Jamie Santee
- Synchro – Vikki Dalquist
 - Elizabeth requested that Learn 2 Skate be removed from the consent agendaSteve made a motion to approve the consent agenda with the removal of Learn 2 Skate and Andy seconds the motion
Motion passed – All in favor

7. Learn 2 Skate – Elizabeth Thornton

- Rochesterfest Kids Day – Elizabeth said that it was good that we were there. They handed out fliers and giveaway items and about 5 emails from families wanting more information. Rochesterfest was in transition this year so it was a learning experience for all.
- Summer Session 1 had 150 kids and 201 starts
- Summer session 2 begins on July 20th
- Blades and Buddies begins July 20th
- Fall 1, Fall 2, Winter 1, Winter 2, Show, and Spring Fling dates will be posted to Website.
- Community Ed has fall information for Learn2Skate, Preschool, and Hockey
- Advanced Learn2Skate will continue on Saturdays in the fall, sharing ice with Preschool. Advanced Learn2Skate had 11 kids and surpassed JPSE.
- Blades & Buddies is not using Olivia Clark funds.

8. TOI – Discussion on TOI is tabled until Jamie is there to present.

Old Business

9. Show Update – Debbie Colgan

- There is a swim meet that could be competing with the date of our show in 2017. Tim, Mandy, and Debbie made the following list outlining why we need this date. This list will be shared with Ann Miksch who is on the Amateur Sports Commission and report back. It was mentioned to reach out to Councilman Wojcik too.
 - Tradition
 - Major fundraiser
 - The people it brings in – volunteer hours are over 2,000 hours
 - Easter timing
 - Public School break
 - Chair reaction to other events
- Tim discussed that the 2015 Ice Show was about \$2K below last year. This could be due to fact that Lifetime Achievement costs have not been in previous years. Tim would like more advertising next year and to combine it with Hiawathaland. Chris suggested marketing this show in a much larger fashion.

- Debbie is working on the grant for the next show so we can plan on receiving that and Chris will help her with this grant.

10. Fall Contract – Tim Rinkel

- The schedule should be up and posted before August 1st.
- We will be using the old registration system but putting this information into Jack Rabbit
- People will be able to see what they have registered for.
- They are working out some issues with the volume discount in the new system.

11. Blades & Buddies – Anne Moberg

- They have 34 campers, 13 buddies, and 9 counselors. The week started out great. Anne is doing a great job.

12. Upper Great Lakes Regionals 2017 – Laura Schroeder

- Laura said that she and Dawn have started to dive into this. They met with Shelly with the Amateur Sports Commission. They are working on LOC's and have many people assigned to chair.

13. Hiawathaland – Jeff Germer

- Jenny is working with Tim on an add
- Jenny is working on the announcement
- They are looking for a photographer and video and do have a verbal commitment from a recommendation.
- Elizabeth H. stressed the urgency in getting the announcement in soon. With the conflict with Duluth we want to get our announcement in first.
- We want to promote this in Iowa and Western Wisconsin

New Business

14. FS/MIF Testing – Ann Vozzi and Jen Casad

- Ann and Jen provided a new fee schedule for the 2015 – 2016 FS/MIF Test Fees. The reason for the new schedule was to align fees to be more in sync. This increases the fees in a few areas and added a larger late penalty.

Elizabeth made a motion to accept the new fee schedule and Lori Jean seconds

Motion passed – All in favor

- Ann and Jen discussed the request to merge Dance Testing with FS/MIF Testing. They suggested the possibility of offering a low level dance test session to the September and June test sessions because they usually have low enrollment. The issue with having the dance testing offered during all test sessions is that near Hiawathaland we have 2 full test sessions. We are not staffed to handle additional testers. Cora was the last dance chair and it is a huge commitment. Is it possible to add an additional chair to take on the new workload? Ann mentioned that the test sessions are now 5 hours long and if we added dance testing it would make this even longer.
- Comments to Ann and Jen's discussion are:
 - Most clubs do have the FS/MIF and Dance integrated
 - Dance scheduling is very adhoc and they would like to see a more structured schedule
 - Could we offer a low level dance test session each time and possible utilize Anne P
 - Dance sessions are typically very short compared to FS/MIF
- Ann and Jen will talk with Gretchen to get her comments and the club will try and find an additional chair for testing.

15. Jack Rabbit – Tim Rinkel

- Tim updated the board briefly on the new Jack Rabbit system that will be replacing our current registration system.
- He will give us a demo at the next board meeting
- Jack Rabbit is a subscription system
- Everyone is to bring their laptops next month for the demo

16. Website Update – Tim Rinkel

- We need to discuss photos of skaters on our website
 - Tammy and Tim will discuss the policy and work together
- Stacy will send updated Committee listing to Tim to add to the website
- Stacy will send updated calendar events to Time to add to the website

17. Senior Payment Policy – Laura Schroeder

- We are losing money on senior skaters not paying for the last few remaining months of their senior year. Laura shared with us a draft policy to cover the club from these loses. Chris makes a motion to approve the draft of the Graduation Senior Payment Policy 1) with a letter to the seniors from the Board 2) This will apply to the upcoming skater contract. Steve seconds the motion
Motion passed – All in favor

18. Board Priorities – Amanda Mikhail

- Amanda wanted to start the dialogue on the 2015 – 2016 Board Priorities. The board came up with the following
- Ensure Success of the new Club Director
 - Support Maureen as she learns about our club and our support
 - Give her the tools she needs to be successful
- Marketing
 - Establish overall marketing plan
 - Grow marketing efforts for Show to drive more attendees
 - Grow marketing efforts for L2S
- Continue Growing Learn2Skate
 - Ensure that Learn2Skate continues to feed our skater population
 - Increase Learn2Skate participation in Show (was flat YTY)
 - Invest long-term in a full-time Learn2Skate Director
- Conversion to Contract & Skater Retention
 - Investigate factors related to retention/loss
 - Improve skater retention
 - Improve parent engagement
 - Improve parent customer service
- Improve the Culture of the Club
 - Keep the future of the Club healthy
 - Focus on the love of skating & friendships made
 - Focus on the life lessons skating brings
 - More transparency
 - Build greater trust
- Volunteers
 - Be cognizant of the number of volunteer hours it takes to run our events and operations
 - Encourage newer families to engage in volunteer opportunities
 - Grow bridge between established families/volunteers & newer families/volunteers
 - Grow leadership of newer volunteers by introducing them to leadership opportunities
- Customer Service

- Keep the needs of the parents in mind
- Get Contract schedules out much earlier for planning
- Better parent education
- Customer Satisfaction Surveys
- Offer more classes for contract skaters
- Offer more adult classes across a wider range of skills
- Community Involvement
 - Grow our community involvement
- Finances
 - Ensure that the club is financially secure
 - Investigate opportunities for financial backing
 - Discuss financial stability vs. financial growth, plan for desired objective
 - Plan for more hosting of USFS events
- Policies & Procedures
 - Review Policies & Procedures for fairness, transparency & balance of power

Elizabeth makes a motion to end the meeting: Andy seconds. All in favor. Meeting ends at 9:28 p.m.

Respectfully submitted,
Stacy Dierauer, Secretary Rochester Figure Skating Club