

## Bismarck Figure Skating Club Board Meeting Minutes

Thursday October 27, 2022

6:00pm  
Curling room at VFW

Kristy Hamar, Kareen Hopfauf, Jenny Renton, Maria Neset, Becky Gallion, Gretchen Masset, Jen Rambur, Ashley Wangler, Missy Seifert, Brianna Fluhrer, Missy Theel, Erin Jacobson, Stephanie Longie, Maria Dwyer, Emily Zahn

1. Meeting was called to order by president Erin Jacobson at 6:00pm

a. Parliamentary Procedures for Meetings Erin requests we all do our best to follow

2. Approval of Minutes from September 2022: Jen Rambur made a motion to approve the minutes and Maria Neset seconded. Motion carries.

3. Treasurer's Report, Missy Siefert

a. Missy went over check details as well as balances for each account. Motioned made by Ashley Wangler to approve the Treasurer's Report and Maria Dwyer seconded. Motion carries.

4. Director's Reports

a. Synchro, Becky Gallion-

- i. The Capital Ice Synchro Classic is quickly approaching! We will be looking for people to volunteer in various ways to help make the comp a success! We have 21 teams entered this year and will be offering critiques after the competition is over for IJS teams.
- ii. Our exhibition will be held on November 20th . We will be taking team pictures before the exhibition with Platinum Photography. This year our charity will be Make A Wish. Amanda Godfread, the Make a Wish regional coordinator will be present at the event. A free will donation to Make A Wish is asked from everyone who attends the event.
- iii. All teams are registered for the Dr. Porter Synchro Classic, Maplewood Synchro Classic, Capital Ice Synchro Classic, Midwest sectionals, and the Colonial Classic. Music uploads and PPC's will be done in the coming weeks.
- iv. I had a zoom meeting with US Figure Skating earlier this month to go over referee rule changes for the upcoming season. Nothing to major but a couple of good notes for our teams to be prepared at competitions
- v. Most of our dresses are in! We have 3 sets left and they are set to ship within the next week.
- vi. Stephanie Longie held a meet up with parents wanting info on how to do safe sport and background checks on October 13. The informal meeting was held at the VFW Curling room.
- vii. I will be presenting to the Bismarck rotary club on November 2nd . I will be the guest speaker at their lunch and will be speaking about the synchronized skating program and showing video of some of our teams.
- viii. Amanda Crane, Malia Crane and myself did a presentation on September 27th with the Farwest Rotary Club to talk about Capital Ice Synchronized Skating. It was a really great experience, a couple of our current sponsors were even present and Crystals/Connection skater Malia did a great job speaking about what synchronized

skating means to her and how it has helped her achieve big goals in her skating and in life.

- ix. Halloween practices are currently being held this week at the rink! Pictures will be posted to our facebook group of the kids in their Halloween best!
- x. We held team meetings in September with all 9 teams. Folders were handed out, tight and pants orders were taken, questions asked and answered. Special thanks to Jenny Renton and Megan Beck for helping with the meetings!
- xi. We have an app! Team snap is the new app for all 9 teams! It appears to be working well and a lot of teams have really opened up communication, chats, etc. I really love the ease of communicating with parents on various teams. All parents have the app and have verified their accounts so we are ready to go for the year. The exhibition itinerary has already gone out and was sent from the app. All itineraries will now be placed in the "files" section of the app for easy reference when at an event. Photo albums are also being used as each team has their "dress day"
- Xii. First Lutheran Church donated \$75 to the club in Memorial of Ron Watson

b.LTS, Emily Zahn

- i. We have started our Winter 1 LTS session on October 23. We have 138 skaters registered for the Winter 1 session.
- ii. We will have Saturday morning private lessons and we will be adding in Wednesday nights starting in November.
- lii. The Capital City Competition will be held on November 4-5. The schedule is out, and we are making all the final preparations for next weekend. The competition will be held at Capital Ice Complex. There are a total of 149 skaters registered for the competition.

c. Advanced, Emily Zahn

- i. Registration is open for our winter advanced session. The winter session will start on November 8th . All mornings will be at VFW and all after noon sessions will be at CIC.
- ii. We had a successful fall test session, thank you to our test chairs for making the test session run smoothly, thank you to all the parents and skaters that volunteered!
- iii. The Capital City Competition will be held on November 4-5. The schedule is out, and we are making all the final preparations for next weekend. The competition will be held at Capital Ice Complex. There are a total of 149 skaters registered for the competition.
- iv. We are working on getting a virtual test session set up for December. Once I have more information about that I will send it out to the coaches so they can let their skaters know.

5. Items from board members:

- a. Year long calendar- A club calendar will be developed to include dates of LTS sessions, advanced sessions, board meetings, synchro try-outs, synchro camp week, high school lettering pictures, ice show, and competitions. Competitions from the previous years will be used as a guide line of when competitions will be held but are subject to change.
- b. Crystals Fundraiser- "Koo Koo for Synchro" fundraiser was proposed for the Crystals. Maria motions to approve the fundraiser with the ammendments made by the board Jen Rambur seconded. Motion carries

6. President's Report

- a. Agreement with Parks and Rec- asking if we can contribute to the third sheet of ice going in at VFW. Stephanie Longie made a motion to continue the \$25,000 for 10

years starting in 2025. Total donation of \$250,000. Jen Rambur seconded the motion. Motion carries.

b. BFSC Bylaws, Committees and structure- Erin reminded us that the current bylaws stand until annual meeting in June 2023. Erin expressed specific concern about the current structure of how committees are functioning. Specifically the Finance Committee. The committee is voting and making decisions and not bringing to the board nor have they been taking minutes from their meetings. Although this has been the working structure of the committee it is not in the best interest of the club to continue to be the structure. The committee needs to be more inline with the bylaws and 501c3 standards. We are a large club and it's essential we are operating in a standard way. No notes were found on how long members will be or have been members.

Members from the finance committee said that the board approved the finance committee several years ago. There was a need to keep separate from the board because of transparency. Mentioned that the board did approve the duck raffle budget yearly.

Missy Theel was able to provide a document to the board via email that includes more information in regards to who is on the Finance Committee and what they do. Board will review this document.

It was mentioned that the board members contact information is not listed on the website making it hard for members to be contacted.

The board requests a structure change from the Finance Committee to get inline with the bylaws. It is requested that notes are taken at their meetings, Becky is involved with the committee so that she is in the know, and that the decisions they are making are brought to the board as the board is ultimately responsible for the decisions the committee is making.

It was decided to keep the committee that is already established to finish this season. The committee and board will meet to figure out what fundraiser will be done next year. Becky will be at this meeting. Katie Atchinson to be invited because of her 501c3 knowledge.

7. Gretchen motion to adjourn and table the rest of the agenda Maria Dwyer seconded. Motion carries. Meeting adjourned at 7:45pm

8. Date of next meeting undecided