

## MARSHFIELD SILVER LACES FIGURE SKATING CLUB

### BOARD MEETING MINUTES

JUNE 27th, 2016

The meeting was called to order at 7:00 p.m. by Lisa Berg, President.

Present: Lisa Berg, Jan Jakopin, Paula Gadke, Karen Asplin, Mary Christensen, Teri Cherney, Amy Rogers, Denise Sonnemann, Michaela Wilsmann, Cindy Harycki, Jane Reigel, Rhonda Schneider, Tara Maki

Absent: Lesley Brown

Guest: Danielle Hall

Treasurer's report: End of year has been updated.

Review of 5/16/16 board meeting minutes. Motion to approve made by Paula Gadke and 2<sup>nd</sup> by Mary Christensen.

#### **Old Business:**

1. Zamboni Reimbursement sent out?: Yes
2. Storage Cleaning day: It went very well. We got rid of old items and reorganized the shed. Some items were donated to Project Graduation.
3. Approved April minutes to bank Denise &/or Mary: Paula will call the bank.
  - a. Check on credit/debit card???: Paula will check with the bank on this.
4. Registration #'s update (Paula): 57 skaters registered.
5. Apparel Order (Jan): Preliminary order is done. Samples will be available.

#### **New Business:**

1. New re-leveling of USFSA badges: Coaches will be involved in decision making when classes are scheduled due to USFSA changes. Possibility of purchasing ice before lessons start in October to evaluate skater's level. If USFSA develops a training video on the re-leveling, coaches will take advantage of this.
2. High School Team fundraiser update (Jan & Mary): Brat Barn fundraiser went very well. About \$400 was made each day. The Sunday night high school bake sale will continue next season as a fundraiser.
  - There may be a possibility of competing in group A as well as B and C this coming season for high school competitions. There would be an additional cost of \$125 per competition if group A is added.
  - There is a need for a parent representative for the high school team. The parent representative doesn't need to be a board member. If you are interested, please contact a board member.
  - If skaters want to earn an athletic letter, a user fee is required. There may also be a required number of competitions to attend to qualify for the letter.
  - Additional jackets will need to be ordered before this fall for the incoming high school team skaters.

3. Hockey agreement/contract (Lisa & Mary): Lisa Berg and Mary Christensen attended the hockey board meeting. After explaining how MSLFSC private ice contract works to the hockey board, they felt that a written agreement wasn't needed at this time.
4. Tentative schedule shared with Hockey (Lisa, Mary & Tara): A new scheduler is being trained for the hockey club so the schedule will be sent to Jack Bremer. We are currently requesting to start on Sunday, October 9th, with test session on Sunday, November 20<sup>th</sup>. Second session will start on Sunday, November 27th, with test session on Sunday, January 15<sup>th</sup>, 2017. Tentative skating time on Sundays will be 4:30 to 9:30pm. The Gold Entertainment Team is asking for additional time beyond the 30 minutes due to the longer length routine that is required for that level. A 45-minute lesson time may be needed. Private lessons on Wednesday's will run from 6:00 to 8:30pm with entertainment team running from 8:30 to 9:00pm. Friday morning private lessons will be 6:00 to 7:00am. Saturday morning private lessons will be from 7:00 to 8:45am. We are also requesting ice time during Christmas break. Time requested is 6:00 to 8:30pm on both Tuesday, December 27<sup>th</sup>, and Wednesday, December 28<sup>th</sup>. We are tentatively scheduling the Showcase for Sunday, January 1<sup>st</sup>, starting at approximately 3:00pm. All dates and times are tentative.
  - a. Set Fall Registration dates: Fall registration will be on Sunday, September 11<sup>th</sup>, from 6:00 to 7:00pm at Scotty's. Board members that will be present are Lisa Berg, Paula Gadke, Denise Sonnemann and Cindy Harycki. Jan Jakopin will also be there with MSLFSC new apparel.
  - b. Info to Park & Rec: Mary will take info to Park & Rec.
5. Ice Show Discussion:
  - a. Set Date: Ice Show dates will be March 4<sup>th</sup> & 5<sup>th</sup>, 2017. There will four Sunday's for Ice Show practice. They are January 22<sup>nd</sup>, January 29<sup>th</sup> (possibility of starting at 6:00 due to Badger State), and no skating on February 5<sup>th</sup>, due to Appleton competition. Ice Show practice will continue on Sunday, February 12<sup>th</sup>, and February 19<sup>th</sup>. February 26<sup>th</sup>, will be used for opening act practice. All dates and times are tentative.
  - b. Choose theme: Emoji's in Motion. Motion to approve made by Mary Christensen and 2<sup>nd</sup> by Paula Gadke.
  - c. DVD person: Rhonda Schneider will contact the company that did the DVD in 2016 and see if they are available in 2017.
  - d. Photo person: Lisa Berg and Teri Cherney will check on options for photographers. Sunday, February 12<sup>th</sup>, 2017, is the tentative date for pictures.
6. Coaches, Apprentice/Helpers review age requirements: The hiring guidelines were voted on and approved. Any board member that had a conflict with voting, due to their child being a possible applicant, abstained from voting. Motion to accept guidelines as written was made by Amy Rogers and 2<sup>nd</sup> by Rhonda Schneider. These guidelines are listed on a separate page.
  - The following changes will be made to the mentor program. Mentors need to be in grades 6 and above and be in pre-freeskate level or higher. Skaters that will be mentored will be in levels 4, 5 and 6.
7. Coaches suggestions and concerns:
  - When class times are scheduled on Sunday evenings, coaches are fine with having a 30-minute break but it is not necessarily needed and they would prefer nothing longer.
  - Coaches will be needed for three entertainment teams and a high school team. There are four coaches but one will not be available to coach a team. How will the coaches and teams be divided? This will be determined at a later date.
  - There have been some issues with skaters on the High School Team making a commitment to skate in the competitions but backing out at the last minute.
  - Is it possible to move the Bronze Entertainment Team to an earlier time slot instead of 8:30pm being the skaters are so young? It may be possible to have all Entertainment Teams start earlier on Sunday evenings.
  - What if we did not offer a BTB class and have more private ice instead of the class? There are concerns whether the current class is beneficial and what change, if any, would there be

to revenue for the club. This is something to consider and bring comments and/or suggestions back to next month's meeting.

8. Other:

- A new form has been added for reimbursements. If you have expenses to be reimbursed, please fill out the form and attach all receipts to it. Coaches should also use this form for non-employee expenses.
- Joelle Sommerfeldt has been hired as a coach.
- Tax exempt status application was denied. Amy Rogers is looking into this
- Amy Rogers will look into having someone check the sound system in the fall. There are many issues with the current system.
- There is a possibility of hosting a basic skills competition in Marshfield in the years to come. It would most likely be held on a Saturday in January.

Adjourn at 9:00 p.m.

Next meeting will be Sunday, July 17<sup>th</sup>, 6:00p.m. at Scotty's.

Respectfully submitted,  
Karen Asplin, Secretary

## **Helper/Apprentice/H.S. Coach clarification to add to Hiring Guidelines.**

### **Helper:**

- 7<sup>th</sup> grade (age and experience will be considered)
- Full club member
- Participation in mentor program required

### **Apprentice:**

- Minimum of two years as a helper
- Sophomore and 15 years old as of October 1<sup>st</sup>
- Full club member
- A minimum of pre-preliminary moves in the field test passed or the equivalent is **recommended**.

\*Depending on the needs of the club, a maximum of 5 skaters will be hired. If more applications are received, preference will be given to the levels passed/tested by a skater.

### **High School Coach:**

- Minimum of one year as an apprentice
- Full club member
- A minimum of pre-preliminary freeskate and preliminary moves in the field tests passed or the equivalent is **recommended**.
- High school coaches do not need to fill out an application (reapply) for their second subsequent year of coaching. However, should a problem arise once the high school coach is evaluated by the head coach, it will be discussed with the high school coach and action taken if necessary.

\*Depending on the needs of the club, a maximum of 5 skaters will be hired. If more applications are received, preference will be given to the levels passed/tested by a skater.