

Sk8 Bay Figure Skating Club Board Meeting Agenda
January 17, 2024

Mission Statement: To provide a friendly, supportive, and healthy environment to foster one's love for skating.

Attendance: Lynne Greathouse, Jodi Schulz, Nancy Morrow, Brett Greathouse, Gigi Negron and Janet Karr by phone.

The meeting was called to order by Lynne at 7:16 pm and seconded by Brett.

Consent Agenda

- Refunds were given to Aspire students who decided not to participate in the Aspire Christmas Exhibition number.
- Backup cords and jacks for the sound system were purchased. They are club property but kept in Lynne's skate bag.
- The framed chalk board is hung and in use for keeping track of LTS coach schedules.
- A \$20 contribution was made to the Skater Recognition Fund. Nancy will write a thank you note.
- A plate of homemade Christmas cookies was delivered to the rink staff in appreciation of their year round assistance.
- Minutes from 11-29-23 Meeting

Old Business.

- The consent agenda was unanimously approved by the board.
- Test Chair Update: Kim has secured three judges for a test session on March 1, 2024.
- SafeSport Update: Nancy inquired about Locker Room monitoring at the Christmas Exhibition. Lynne reported that all went well. Lynne will obtain another laminated copy of Locker Room Rules.
- Treasury Update:
 - Families who owe money: Jodi reported that there are several (17) families who owe money. She emailed families in December, and many of them paid. The board agreed to delete charges over a year old to tie up loose ends before a new treasurer is appointed.
 - The board also discussed how to stay more on top of payment of charges. It was recommended that Gigi sends an email when she charges LTS families for drop ins. If they have not paid within a week, she will hand them an invoice when they next attend LTS.
 - Jodi also presented her report; see attached.
- Learn to Skate Update:
 - Gigi reported that we have almost 60 students enrolled in Winter 1 LTS.
 - Aspire was canceled for Winter due to the low number of students enrolled. Conducting Aspire classes will be revisited for Winter 2 Session.
 - Lynne inquired on the progress of the LTS commercial that Nick was working on. Lynne will ask Melanie.
- Skater Recognition Update:
 - February focus for the Showcase will be LTS and National Skating Month
- Special Olympics Update
 - Megan is qualified for State Games. Working with Special Olympics has been a learning experience. Special Olympics of Michigan expects that coaches stay in the hotel room with their athletes at the State Games. The board did not approve of this. SOMI will reimburse coaches for lodging, meals, and milage. Lynne asked the board if Kimberlee could be paid for coaching while at the event. The board approved unanimously.
- Harness repair: Jodi and Claire Britton tested it to find that the vertical cable is stretched out. Melanie has been communicating with Sheila Thelen of Champion Skating Harness. The cost of the repair is \$2400 if we install the harness. The board approved the cost of the repair and would also like Melanie to inquire about coach training on the harness from Sheila. Lynne will contact rink maintenance to see if they will install the harness.
- Christmas Exhibition Feedback: Jodi mentioned that three spotlights for the show went over well.
- Kurt Browning Seminar: The seminar is on hold due to scheduling conflicts.
- Coach attire: USFS has no rules on what should be worn on the feet or body when coaching. The rink rules require everyone on the ice to be in skates. Lynne will send an email to coaches that strongly suggests that coaches wear skates if possible. If they cannot wear skates, grippers are recommended. If they are the ice in their street shoes, they are at their own risk.
- **New Business**

- Independent contractor agreements will be reviewed by the board at the next meeting. Gigi and Melanie need to have a conversation and determine if there need to be any changes in responsibilities in their agreements.
- Spring show planning (April 27, 2024 ice 12:00-2:50)
 - Lynne inquired if she could order more black paper and additional/spare rope light to be prepared for the Spring Show. Lynne also asked the board to approve \$300 for Brady Kenniston to photograph the Spring Show. The board approved unanimously.
 - Melanie has a “numbers” theme in mind for the Spring Show. She is compiling a list of number related music for skaters and coaches to choose from. It was brought up that skaters participating in Adult Nationals would only have a few weeks to prepare for the Spring Show. Lynne will discuss this with Melanie.
- National Skating Month to be celebrated February 14, 2024
 - A treat, hot cocoa, and a gift bag were approved for club members.
 - Learn to Skate will celebrate with a Superhero theme. Trinkets have been purchased, and posters and photo booth items have been printed. Gigi and Melanie will continue to plan for the event.
- Membership for 24-25 season
 - USFS has not released prices for membership for the new season yet, but the board is in unanimous decision to keep Sk8 Bay’s membership prices the same, if possible, especially since there is the possibility of building maintenance being performed in the summer.
 - The board unanimously voted to redefine the Associate Membership to NOT include club jackets or patches for passed tests. If Associate Members would like to purchase Sk8 Bay jackets with their own funds, they may.
- Annual meeting: March 22, 2024, 5:30 pm
 - Lynne will email the club to announce annual meeting, list of open board positions, and nomination and voting rules.
 - Lynne will purchase snacks. Jodi will set up the Community Room.
 - Items for agenda at this point include Spring Exhibition, Membership for the 24-25 season, rink maintenance schedule and how to keep the club moving forward in the absence of ice during maintenance.
- Skater Recognition Event
 - The Skater Recognition Event was tentatively set for 5:00 pm on Saturday, May 18 at Krzysiak’s House Restaurant in Bay City. Lynne will email the coaches to see if they can save the date.
- How coaches can self-promote
 - A discussion was held on how coaches can self-promote. The Federal Register guide coach promotion with the following statement: “coaches may **not** engage in in-person solicitation of a skater actively engaged in a skating lesson or skating or preparing to skate at an arena in a test, competition, or exhibition.”
- Checklist for Success: The Checklist for Success was completed by six board members. Membership Development was our lowest scoring area. Subtopics in this area include structure, recruitment, retention, volunteers, coaches, and communication. Things we could do to improve the score here include alumni relations, surveying the club members, coach education, and getting a stronger web presence. Harness education for coaches and starting an Instagram account could help improve these scores. Gigi, Madison, and Melanie will discuss the Instagram account. Lynne will submit the report card to USFS.
- Next meeting: March 6, 2024, after Learn to Skate. Agenda will include review of Independent Contractor Agreements and final preparations for the Annual Meeting. Jodi is excused from the meeting.
- The meeting was adjourned at 8:55 pm by Lynne and seconded by Jodi