

# Owatonna Figure Skating Club

## Minutes from April 7, 2010

Present: Elizabeth Malo, Anne Walsh, Tom Walsh, Jodi Sampson, Mary House, Diane Falken, Trish Noyce, Karla Kniefel, Chris Nowariak, Charlotte McCabe, Barb Luy, Denise Carlson

### Committee Reports:

#### Basic Skills Program Director:

1. Printer – There was much discussion regarding the printing needs of the club as a whole and the Basic Skills Director. More research is needed before the board can move forward with a motion. UPDATE: A temporary resolution has been found – Elizabeth’s Mom has donated her printer for the present time and this printer will be housed with the basic skills director. The club will pay for ink and paper. The status of this issue will be reviewed at the next meeting.
2. Parade Info/Follow-up – sign up going well, still taking donations of candy or Mr. Freezies

Sunday, May 2<sup>nd</sup> (Owatonna Loyalty Days) – lineup at 12:00, parade is at 2:00

Monday, May 31st (Owatonna Memorial Day) – parade starts at 9:00

Friday, June 4<sup>th</sup> (Morristown Dam Days) -

3. Grant with USFS – Mary and Anne Walsh prepared the grant. The objective would be to use the money towards making rental skates available at the 4 Seasons. The board reviewed the grant as written and approved with no changes. Mary will send this to USFS.
4. Job Descriptions for Coaches –
  - Mary requested board approval on an off-ice rate for the coaches. This was reviewed and an off-ice rate of \$10/hr was approved.
  - It was discussed that the job description information should be worked into the coaches’ contract that was prepared by Kristen Haberman. There is additional work that would need to be done to make sure all wording is thorough and legal. Also, the “Tips on Hiring” pamphlet that Mary provided to the board detailed some items regarding independent contractor status that should possibly be worked into the contract. Final product will be brought to the board for approval when ready.
5. Discounts (family, multiple session & referral) –
  - a. Family discount of \$5 per session was initially approved, however discussion ensued and it was determined that this would need to be approved in conjunction with the other discounts
  - b. Multiple session discount was tabled for further discussion
  - c. Referral discount was tabled for further discussion
  - d. The board wants to implement more discounts if it is financially feasible, however one of the issues is ensuring the basic skills discounts are compatible with the moves & free discounts since some families have a BS skater and a M/F skater . A plan needs to be formulated for all of the discounts. This will be added to the agenda for the May meeting.
6. Software – Tabled

President / Vice-President Report:

1. Diane will be providing CD's with her documents to Elizabeth & Trish, will also be sending the email group lists.
2. Board for the 2010-2011 season was discussed. There are still some openings.

President	OPEN
Treasurer	Elizabeth Malo
Secretary	Trish Noyce
USFS Membership Chair	Chris Nowariak
PR	Charlotte McCabe & Mary House
BS Coach Liaison	Jodi Sampson
Rink Liaison	Karla Kniefel
Show Director	TBD - looking at hiring a coach
Fundraisers	OPEN
Pancake Breakfast	Stacy Fisher
Kwik Trip Cards	Denise Carlson
Merchandise	Karla Kniefel
Website	Tom Walsh
Newsletter	Tom and Anne Walsh
Bulletin Board	Charlotte McCabe
Social	Karla Kniefel
Jr. Coach Coordinator	Brooke Resler
Rink Parent Coordinator - Basic Skills	Mary House
Rink Parent Coordinator - M/F	Chris Nowariak
Scholarship Committee	Elizabeth Malo
Synchro Team Coordinator	OPEN

Treasurer Report: Reviewed annual financials. Need to work on preparing a budget.

Secretary Report:

- Received notification from USFS asking for our logo to be included in a PowerPoint presentation. Trish will provide.
- Trish will prepare a summer M/F registration form. All registration forms going forward should include a "where did you hear about us" section.

Membership/Test Chair: Discussion regarding having a testing session in Owatonna. The board feels at this time that this is too big of a task to take on for this year. But it was discussed that a committee should be formed to look into what all is involved.

PR: Looking into finding some glass for our bulletin board in the four seasons lobby. Hopefully we can find someone to donate.

Coaches Committee: Some discussion about coaches not getting paid from their private students. It was determined that it is the coaches' responsibility to bring this to the attention of the board and the board will change the status of the skater to not in good standing.

Rink Liaison: Summer ice times in Owatonna have been set. Fall ice times have been set, however the time has not been broken down into BS, MF, Synchro, etc.

### Show:

- Frozen in Time was discussed as a possible theme for 2011 show.
- Prom Decorations – Thanks to Tom, Steve & Chris for picking up some of the left over decorations.
- Discussion on show times and number of performances. Will discuss and decide this at the next meeting.

### Fundraisers:

- Car Wash – no date has been set yet
- Smokin' In Steele – June 5 - opportunity to set up face painting/crazy hair – will need several volunteers to make this possible.

Website/Bulletin Board: Tom is taking this over. Talked about adding chat capabilities, paypal option for skating payments & a secure area for the board to share and access documents.

Newsletter: Discussed possibility of only sending out by email to the skating families. A few could still be placed at the bulletin board for those who don't have email. An exception could be made for the first newsletter of the season for basic skills.

Synchronized Team: Since Diane handled all coordination for the Synchro team last year we will need to find a parent volunteer to take over this position.

### Ice Times:

#### Summer: (June 21 - July 25)

Mondays: 6:00 – 7:00 Basic Skills & 7:00 – 8:30 p.m. Moves & Free

Wednesdays: 7:30 – 9:00 a.m. Moves & Free (June 23<sup>rd</sup> 7:00 – 8:30)

Thursdays: 6:00 – 7:30 p.m. Moves & Free

#### Fall: (Dates not set)

Sundays: 5:30 – 7:45, classes not determined

Wednesdays: 6:00 – 8:15 p.m., classes not determined

Thursdays: 6:00 – 8:30 p.m., classes not determined

Morning Ice – Tuesdays? 6-8 weeks

### Board Meeting schedule:

May 26, 2010 6:30 p.m. at Plaza Morena