

**Missoula Figure Skating Club
Board Meeting Minutes
Kalkstein Law Offices
225 Adams St.
Missoula, MT**

Thursday July 10th, 2008

1. Meeting commenced at 5:30 p.m.
2. **Present: Board members:** Jilayne Lee, Jennifer Loobey, Shari Riley, Ryan Yearous, Debbie Austin, Emily Stone. **Non-Board members:** Julie Toenyes.
3. **Minutes. Motion to approve minutes (Loobey), seconded by Lee. Motion passed unanimously.**
4. **Additions to the agenda:** none.
5. **Public Comments:** Julie Toenyes, out-going treasurer's report.

Year to Date Revenue: 77557.83
Year to Date Expenditures: 78130.74
Net Revenues over Expenditures: (572.91)
Checkbook balance: 2746.01
Savings account balance: 1053.90
Fund balance: 3799.91

Toenyes volunteered to help Austin with skate-a-thon and assist with Basic Skills registration table on Saturdays. She will also be the club representative on the Fire and Ice organizing committee, and will put together auction items (baskets) for Showcase and possibly for POPs.

Toenyes' comment on ice fees: raise prices. Also, collecting money for ice time is so time consuming, it should somehow be streamlined. One suggestion: one rate for everyone. Pay by blocks only, with a discount for a block. She advised paying more per session rather than cutting back the number of sessions offered.

6. **Coaches Feedback.** None.

7. Officer Reports:

President (Lee) No report
Vice President (Yearous) No report
Secretary (Stone) No report

Treasurer (Loobey) Balance on card is \$3343.93, also still owe 39x \$8 for SOI DVDs. She paid for the storage unit and deposited money in checking. There is currently \$4168.63 in checking. There was some discussion here of how much to pay on credit card balance. It was decided to pay \$500 this month, and revisit it next month. After a discussion of anticipated costs for summer months, it was estimated that several hundred per month would be needed. Lee will look into reducing use charges on account with Missoula Federal Credit Union.

As an aside: fair skating hours (3 sessions) will be \$7/session paid directly to the rink.

After a discussion of club ice sessions it was determined that they would resume at lower frequency on Sept. 1st, with full schedule (like last year) up and running on Oct 1 (sec. note: Loobey reported, from Harvey Hergett, GIR representative, that we can start w/our regular club ice schedule on Wed, 10/1. The start date for the basic skills/Saturday schedule is Nov. 1.)

8. Committee reports:

Basic Skills

Skating Director- vacant

Coaches Liaison- vacant

GIR Representative- (Hergett) see attached report.

Hiring committee - no report

Ice time chair- See discussion above. There was some discussion at this point of the scheduling of POPs and Showcase.

Membership Chair- Judy Staiger is still at the helm, with assistance from Lee. She needs to be kept up-to-date with board decisions.

Sanctions/Test Chair- Lynn Schliebe agreed to head this up for another year.

Showcase On Ice- no report

Fundraising- no report

9. Old Business

SOI solo criterion: Discussion thereof. It was decided that volunteer effort can include the whole family, with each family responsible for tracking their own hours. The virtues of written applications vs. a purely quantitative (points only) system were compared and contrasted. It was reaffirmed (from previous years) that a solo skater must have passed the pre-pre moves test. Points will be given for club ice sessions (1 pt per every 5 sessions), tests passed, competitions (1 per each with a 3 point max), and volunteer activities (running the 50/50 raffle at Maulers games, participating in the skate-a-thon and and fair trash pick-up).

Motion: (Loobey) The point system for ice time, competitions, and tests passed will remain in place this year. Additionally, a written application must be submitted documenting the points accrued during the year (Feb.1 –Jan 31) plus a narrative describing volunteer activity for the club and the reasons why the skater would like to do a solo in the Showcase. The skater must have passed pre-pre moves by Feb. 2009. The application will be reviewed by the board and the Showcase director. Seconded by Austin. Motion Passed Unanimously.

10. New Business

- **Bank account/credit card issues**

Lee reported on credit card and bank account changes. There was discussion of who should have signing authority on each account.

Motion (Lee) The checking account will have four signatories, namely the four officers, the debit card will be signed by Loobey only, and the credit card by the president and secretary. Motion seconded by Riley, vote was unanimous to adopt the motion.

- Ice time fee schedule

There was discussion of the new ice time fee schedule. The idea brought forward by Pam Hergett of reducing the number of sessions to offset the increase was discussed, but it was decided that sessions were crowded enough at current levels, the alternating schedule would be complicated both for users and for working with GIR, and finally that the increase in ice cost should be passed onto club members reasonable manner. The issue of having difficulty tracking individual ice time usage was discussed, as well as that of collecting for owed ice time. The advantages of buying blocks only, no lock-in of rate for the whole, were discussed. If a user was not up-to-date on their payments they would have to pay the walk-on fee for the session. (secretaries note: We might want to have a grace period of one or two sessions, since it will keep us at least that long to keep the records current and would stem some potential ill-will). Increasing the cost of all user fees by at least 10% was discussed. Annual passes would increase to reflect the much larger number of sessions offered in the past two years over previous years.

Motion (Austin) to Increase block ice time fees as follows: 60:\$8, 40:\$9, 20:\$10, 10:\$11, 5:\$12, walk-on:\$13. Individual annual pass \$700, 2nd family member: \$600, 3rd family member and up, \$500 each. Motion Seconded by Loobey. Motion passed unanimously.

- **08-09 Program Fees**

A discussion of program fees tabled until the next meeting. The structure of the skating school was discussed, and it was decided to retain three levels in the skating school.

- **08-09 Coaches Application & Criteria**

There was discussion of bringing MSFSC into compliance with new USFSA coaching requirements. This does not apply to Basic Skills coaches.

Motion (Lee) MSFSC coaches (coaching on club ice or skating school) must be in compliance with USFSA coaching requirements. This includes PSA membership, a background check for those over 18, and personal liability insurance. Riley seconded it. Motion passed unanimously.

Updating coaches application: Only change required is to change the date.

- **Basic Skills Coordinator position**

There was discussion of the basic skills coordinator job. Should it be divided into the actual administrative tasks and a separate position for running the program on Saturday mornings? Given the current financial situation it was decided to keep the total pay to \$400 for both sessions. The ad for the job will be posted with the job description for last year.

11. Activity and Event Reports

There was discussion of the skating exhibition for Fire and Ice. Last year names for solos were picked out of a hat. It was decided this year to ask skaters who didn't skate solos in the show. Yearous agreed to contact these skaters.

Events sign-ups. *Those still needing volunteers are in italics.*

- ice time tracking: Jil Lee
- MFSC Swim Party – Emily Stone
- Osprey Game 50/50 Fundraiser – Jen Loobey
- Fair Fundraiser – August 5-10, 2008 – Lynn Schliebe
- Fair Exhibition – August 8, 2008 – Jil Lee
- Fire & Ice – September 6, 2008 – Julie Toenyes
- Mauler's Season Opener – September 26, 2008 – Ryan Yearous
- Newsletters – Chris Hopwood?
- School Flyer (Sep & Jan) – Jen Loobey
- *Bring a Friend to Skate Day – October ?, 2008*
- *Fall Test Session - ?*
- *Public Service Announcements, Marketing, Advertising*
- Skate-a-thon – November 30, 2008 – Debbie Austin
- Holiday On Ice Show – December 14, 2008 –Emily Stone

- It's Great to Skate Day – January ?, 2009 – Kay Spencer
- *Spring Skating Spectacular – March ? 2009*
- *Spring Test Session - ?*
- Bulletin Board-Chris Hopwood
- Ice Time Monitor Coordinator- Emily Stone and Debbie Austin
- *MFSC Phone Line – 543-LUTZ (5889)*
- Website – Harvey Hergett
- 501(c)3 – Harvey Hergett
- MFSC Policy and Protocol Book – Pam Hergett
- Sign In Sheet & Music Playing & Jump Belt duties- Stone and Austin to coordinate
- Mauler's Games – skater performances - Ryan Yearous
- Mauler's Games – 50/50 fundraiser –Ryan Yearous
- *Showcase On Ice (this will have its own big list!)*

Proposal from Molloy (see below) was discussed and approved.

Meeting adjourned at 7:35 p.m.

Next meeting date: Aug. 14th, 5:30 pm. Kalkstein Law Offices, 225 Adams St., Missoula, MT

Minutes prepared by Emily Stone, MFSC Secretary.

Email Motions

July 28, 2008

1. Motion (Lee) that the Board set the following club ice schedule for Aug-Oct:

August - keep the Tu/Th dates as scheduled on Yahoo calendar. (4 hours x 195 = \$780)

September - keep Tu/Th dates as scheduled; keep Sa/Su times but cut back to 1 hour sessions instead of 1.5

hour sessions. These times secure our program times during the year, but Harvey thought it would be ok to

cut them to 1 hour in pre-season. (16 hours x 195 = \$3120)

October - keep Tu/Th dates as scheduled; keep Sa/Su times as 1 hour until programs begin. (7 hours x 195 = \$1365)

If, at any time, we feel these sessions are not drawing the skaters we need (at least 15), or if we do not see the club ice revenue we anticipate, then we will cut back on these hours immediately. If we do need to cut back, then we have to cut the Tu/Th because the Saturday and Sunday times save our program times.

The 2nd rink is scheduled to open by Nov 1. Once open, we start our regular club ice schedule for the season, which is the same as last year:

Club Ice:

Monday 11:30am-12:30pm

Monday 4:45-5:45pm

Tuesday none

Wednesdays 4:15-5:15pm
Thursdays none
Friday 7:30-8:30am
Saturday 7:30-8:30am
Saturday 8:45-9:45am
Sunday 3:00-4:00

Programs:

Learn to Skate Basic Skills - Saturday 10:00-11:30am
Stars Skating School - Sunday 4:15-4:45pm
Medalist Skating School - Sunday 4:15-5:00pm
Champions Skating School - Sunday 4:45-5:45pm

Seconded by Molloy. Three in favor, two absent, motion carries.

- 2. Motion (Lee) that the Board authorize advertising for private lesson coaches and Learn to Skate Basic Skills coaches. Seconded by Loobey. All in favor, motion carries.**

- 3. Motion (Lee) In light of ice cost increases of 11.4%, I move that we raise the program fees for Basic Skills and Skating School by approximately that amount.**

Basic Skills - from \$100 to \$110 (multiple registration discounts would still apply)

Stars SS - from \$90 to \$100 for previous members;
from \$130 to \$150 for 1st time members (this still leaves \$30 off membership)

Medalist SS - from \$120 to \$134 for previous members
from \$160 to \$184 for 1st time members (this still leaves \$30 off membership)

Champions SS - from \$150 to \$167 for previous members
from \$190 to \$217 for 1st time members (this still leaves \$30 off membership)

****Discount of \$10 off for early registration would still apply to all of the above.

Seconded by Molloy. Four in favor, one absent, motion carries.

- 4. Motion (Lee) The board sets the following schedule for the 1st half of 08-09:**

Registration Day & Bring a Friend to Skate Day: Saturday, October 4, 2008 10:30-11:30am

Basic Skills (Sat): Oct 18, 25, Nov 1, 8, 15, 22, Dec 6, 13 (8 classes)
Adult Basic Skills (Mon): Oct 20, 27, Nov 3, 10, 17, 24, Dec 1, 8 (8 classes)

Skating Schools (Sun): Oct 12, 19, 26, Nov 2, 9, 16, 23, Dec 7 (8 classes)

Skate-a-thon: Sunday, November 30, 2008
Holiday On Ice Show : Sunday, December 14, 2008

Seconded by Loobey. Three in favor, two absent, motion carries.

August 4, 2008

- 5. Motion (Lee) we amend the MFSC refund policy to increase the fees to the following: \$10 Admin Fee, \$ applicable USFS fee for Basic Skills, \$ applicable class fee (either skating school or basic skills, total cost /8 classes)**

Seconded by Loobey. Two in favor, three absent, motion carries.

August 8, 2008

- 6. Motion (Loobey) I move we approving the following coaches: Ryan Yearous, Alex Darnell, Pat Koster, and Brynn Molloy, for the 2008-09 season, contingent on their passing the USFS background check. I just got on the USFSA website and can confirm that Ryan, Alex, Pat, and Brynn have all passed the background check. Seconded by Riley. Two votes in favor, three absent, motion carries.**

Proposal from Brynn Molloy

Instead of cancelling the extra 1/2 hour of ice on Sunday afternoons leading up to the start of club programs, I'd like to propose that we offer a power skating class during that 1/2 hour. I believe our skaters could really benefit from a power skating class; it will help them with stamina, leg strength and proper use of edges for power. By offering a power skating class at the beginning of the season, we can help our skaters prepare for the season by building the strength and stamina needed. This is something I've been talking about for a long time and I am finally stepping up! If the board decides to move forward with this, I will be in charge of registration, etc.

Just a little background for you as to why I am interested in starting this program...Power skating is how I ended up a figure skater. My little brother was playing hockey and taking a power skating class and I couldn't stand that he could do something I couldn't do. So- my parents signed me up for power skating with the hockey players (it was taught by a figure skating coach.) From there I got recruited into figure skating. I continued with power skating every week until I moved to Missoula. There is no way I would have been the skater I was without power skating. I love power skating and understand the benefits, which is why I think our club should offer a class.

The proposal:

MFSC Power Skating Class

5 sessions: 9/7, 9/14, 9/21, 9/28, 10/5

\$55/per skater*

MINIMUM 10 SKATERS (if we do not get 10 skaters signed up we do not do it)

MAX 20 SKATERS

If we have over 15 skaters- we would need 2 coaches

All skaters must have passed Pre-Preliminary MIF

* This is figured on the cost of ice being approximately \$100 per 1/2 hour. If the actual cost is higher, the price of the power skating class would change.

This won't be a huge money-maker, but it should be able to subsidize itself- so while we aren't making a ton of money, we are offering a service to our club members without losing money.

Please let me know what you think. If we decide to move forward with this, I will need to get information out to the club ASAP to see if at least 10 people register.

Thank you,

Brynn Molloy

GIR representative report from Harvey Hergett

Not much to update from the GIR meeting last night. It was short and sweet and I now have seemed to have lost my memory stick as of last night which has my minutes on it. A couple of pertinent items. The rink will open August 5; the same day the fair opens. We voted to expend \$ on a wall on the west side of the outside rink to help keep it clean and to extend the season by keeping the wind off of it. That is contingent on getting the used set of boards we are trying to get for the outside rink, but that is a long sordid story told over beer sometime. Youth Hockey registration will start in a couple of weeks. They are pushing several registration dates, one in July, one in August and one in September. The only one they have set for sure is set for the morning of Fire and Ice on Sept. 6. The other dates will be posted on the GIR website shortly. Annual meeting will be sometime towards the end of August, prior to Fire and Ice.

Talked with the Maulers organization. They would like us to have a skater for each game similar to last year. They are going to offer 50/50 to several other organizations this year, but want to still offer 2/3 of the games to us. That would be 16 out of 24 games. Paul (from the Maulers) will get us their schedule when they finalize it and then we can pick the 16 games we want. Sounds like most of the games will be on Friday nights this year with very few on Sat or Thur.

Traver called me and left a message with the concept of having an MFSC area in their new store in the mall. He is suggesting having an MFSC banner with figure skating gear and MFSC logo wear available to sell. I was hoping to talk with him at the GIR Board meeting last night, but he was not there. I'll get hold of him and get some more details on exactly what he is thinking. We have been swapping voice mails today. He wanted some idea of the gear we would like carried as well as how we can set up the logo wear sales.

501 (c)(3) Progressing. Tonya is working on an amendment to the bylaws and articles of

incorporation. Will have those ready for a Board vote for your August meeting. I have plowed through the entire 1023 application. I had a ton of questions, which have been answered by Karen Neel, the CPA working with us. I have developed a listing of all the narrative portions that need to be addressed. Am going to take all of that with me over the next week and a half and methodically move through each narrative one at a time as well as get the form filled out electronically. I'll have to find it on the IRS website again since I lost my "brain"!! Dang it!! Once we get the articles and bylaws amended, we will have to file new ones with the state and then can get the 1023 application in to the IRS.