

**Missoula Figure Skating Club  
Board of Directors Meeting  
February 18, 2020**

**ATTENDANCE**

Present:

Christina Coddington  
Jil Dunn  
Joe Easton  
Jayme Erickson  
Patty Koster  
Jennifer Schoonen  
Erin Erickson  
Kelly Bender  
Cara Hiebert  
Jessica Morina

**CALL TO ORDER**

Meeting called to order at 6:08 pm.

**APPROVAL OF MINUTES**

No minutes to approve at this time.

**PUBLIC COMMENTS**

None

**COACHES FEEDBACK**

- Patty has a prospective coach that she has spoken to. Jil has requested that we get their number and give it to Jil in the future so they are not lost as a prospect.
- Conferenced Pam over phone to discuss Glacier Challenge. 139 skaters so far with a few more still trying to register. Down about 25 skaters from last year but because the price is higher, only down \$100 in revenue (projection). Late entries cannot be accepted after a certain date because it will not allow enough time for scheduling.
- Kim (Technical Specialist) will be arriving late and Cesca will not be coming. Because of this, Basic Skills will be Friday morning. Other Technical Specialists do not want to come to an event so small. Anne is not available this year but hopeful that she will be back next year. Lost one judge because they are not in good standing.
- Cody, WY LTS Competition is the same weekend as Glacier Challenge but Glacier Challenge is a longer-standing competition. State of MT allowed the MT State Games to be held in Cody. Unsure why this was allowed to happen.
- Dylan to confirm sound system is coming for Glacier Challenge.

## **OFFICER REPORTS**

- President: None
- Vice President: None
- Treasurer: Jennifer distributed Profit and Loss Comparison through 2/15/20 Comparing 2018/19 and 2019/20. Double-checked Zam's were not billed during Paul Wylie. Winter 1 and 2 revenue is up, Adult classes are growing. Skating School revenue is down. Comparing Skating School ice rental, it was called "Sunday Social and POPS" last year. These categories will be merged for easier reporting going forward. Phone line is an expense item – can look into the Grasshopper app for future phone line. Credit card processing fees are up but it is because we have pushed everyone to pay online. LTS fees were increased to compensate this. Jennifer asked if it was possible for families to customize the amount of their balance due instead of paying a pre-determined dollar amount for a package of ice time. Some owe an odd amount, for example \$76.23, and cannot pay this online right now. Christina is looking in to this. Erin asked Jil to review her coaching invoice submitted for payment. Jil explained that additional coaching time was spent on the Junior Bruins games for choreography and prep time at the games, choreography for the holiday show, and extra time spent on calls/emails/texts. Erin suggested we be more proactive with determining what events we participate in in the future to help control those costs.
- Secretary: None

## **COMMITTEE REPORTS**

- Learn to Skate: Jil has interviewed a potential coach that moved here from Arizona. She is currently working on needed certifications and will shadow this Saturday during LTS. Coaching fees/CER's increasing from \$70 to \$160 next year.
- Hiring Committee Chair: Coaching rates set by Board of Directors. Dorrie has historically done this and worked with Jennifer to carry this on.
- Test Chair: 5 club members signed up. 16 of the 21 signed up are out of towners. Feb. 27<sup>th</sup> is the last day to sign up for a test.

## **OLD BUSINESS**

- Skating Director Job Description: Jil presented a sample copy of a job description at the request of the Board and went through each line item detailing what she currently does and does not do. Concerns expressed were can the Skating Director and President be the same person? Other concerns include certain duties qualify for presumed credit but were billed as a cash expense to the club. Jil's coaching invoices for 2018 and 2019 Fall were compared to help determine what was coaching and billable vs. what was covered under Skating Director. The Board agreed that in the next two months we will work on job descriptions for each position and move forward with strategic planning to help define rolls and duties and to be prepared for future billable expenses. Joe offered to become Interim President if we decide to implement separation of two positions immediately. The Board agreed to think about this and discuss at the next meeting.

## **NEW BUSINESS**

- Glacier Ice Challenge Budget from Emily was reviewed.
- Projected income from club members participating in Spring Showcase on Ice was reviewed. Fee structure is different. Jennifer is not comfortable that it will produce the needed revenue to cover

expenses. Parents with multiple children were concerned it would price them out of the show. Suggested that the second child discount could be applied. **Kelly made the motion to approve the Showcase on Ice budget including the fee schedule in addition to allowing second child discount.** Jennifer seconded the motion. The motion was passed unanimously.

- **Erin made the motion to increase ticket sales price for Showcase on Ice.** Christina seconded the motion. The motion passes unanimously to increase tickets to \$25 for a family of 4, \$10 for adults, and \$5 for kids
- Blake Ellis asked for compensation for ice time for Lexi in exchange for videography of all shows. The Board agreed to compensate but not to exceed a value of \$1350 (\$450 cost for videographer for 3 shows). This was approved.

*Meeting adjourned at 9:06 p.m.*