



Brookings Figure Skating Club Board of Directors Meeting

Sunday October 16, 2022 @ Larson Ice Arena Conference Room
Growing Together

AGENDA

- I. Call to Order & Welcome
 - a. 1700 call to order. In attendance: Chris Buus, Rebecca Barber, Julie Underwood, Lisa Cain, Sara Doom, Greg Mellon, Trish Matson Buus, Darell Detrich. Amber Vandernick.
- II. Additions to Agenda
 - a. Ice time
 - b. Volunteer points
 - c. Siblings, extended family
 - d. Tracking your own points
- III. Secretary's Report (Greg)
 - a. Approve minutes from previous meeting
 - i. Motion to approve by Sara Doom. Second by Lisa Cain. All approved.
- IV. Treasurer's Report (Julie)
 - i. To do: File 990-N with IRS
 - b. Monthly Activity
 - i. Limited activity in September. Membership payments in October.
 - c. Year-to-Date Financial Status
 - i. Discussed by bank account
 - d. Audit
- V. President's Report (Chris)
 - a. BFSC Operational Agreement/City of Brookings
 - i. Operational use fees: City has submitted an operational use agreement to our club president. The agreement would charge the club \$13,000 for the 2022-23 ice season. Chris Buus has not signed the agreement and is having another meeting with Darren Hoff (Parks and Rec) in two weeks to discuss this proposal. From earlier talks with Parks and Rec it was discussed that the club would not be paying for ice this year, but that we would be paying for ice in future seasons. Chirs Buus will be taking a strong stance that we shouldn't pay for ice this season based on this previous communication. If we will have to pay, we will move toward being equal with BISA. Also discussed increasing membership fees next year if we will start paying for ice. The club will need to pursue other fundraisers and grants as well.
 - b. Website updates
 - i. Barnaby has a list of items to update. Club will ask on Band app or Facebook if somebody has experience or would like to update the website.
 - c. Park & Rec Skate Lessons
 - i. Coaches – Discussed the need to use club coaches in the future. This will continue to be a topic discussed and may use this in our negotiations with the city. Discussed possibility of using our Jr coaches as well.
 - d. Holiday Exhibition
 - i. 11/19
 - ii. Sarah Doom stated a parent has signed up to take over the tables, etc. for this year.
Brookings Convention & Visitors Bureau Grant
 - i. Not completed yet.
 - e. Northwestern Energy Grant
 - i. Is submitted. Asked for \$2000.
 - f. Women Without Limits

- i. Group meets x2 year. Listens to presentations from non-profits and decides to donate. We presented last week.
 - g. Festival of Lights Parade
 - i. Truck / generator secured. Rebecca Barber will provide the banner to Chris Buus. Sara Doom will grab lights. Parade theme is ---BELIEVE IN THE MAGIC OF CHRISTMAS---
 - h. Yard Signs
 - i. Rebecca Posted on Band App. Will be posted again.
- VI. Vice President's Report (Sarah)
 - a. Audit Committee
 - i. Done
 - b. Costume Closet Coordinator Recruiting
 - i. Vicki in charge. Discussed a back-up. Laura Stern was mentioned (seamstress?).
 - c. Holiday Exhibition Recruiting
 - i. There is a volunteer to help with tables.
 - d. Year End Party Recruiting
 - i. Start next year
 - e. Academic Scholarship
 - i. Poster is up. January for next poster.
- VII. Committee and Coordinator Reports
 - a. Membership Chair (Trish) –
 - i. Sara Doom – should we find someone else to take care of volunteer points since it isn't part of the membership chair's responsibility
 - ii. Current status on 2022-2023 memberships
 - 1. Regular Members – 54 not including coaches. Club has doubled in a month. Yey!!!!!!!!!!
 - 2. Associate Members (Approval of any associate members) – Discussed adding the skater from Watertown as an associate member. Discussed liability issues with non-members.
 - 3. Coach Members – 7 coaches on our list (Fantastic)
 - iii. Junior Coach Program
 - 1. 1 skater has the formal paperwork turn in so far. We will need more help. It is understood girls are signing up.
 - iv. Ice CHIPS Program
 - 1. Beth Wainman needs to get paid. (And in a timely fashion). Discussed should we pay other coaches if they help? Motion by Greg Mellon to pay any coaches that are willing to help during 4-430 time slot. Up to 3 additional coaches. \$15 per session. Second by Trish Matson Buus. All approved. Motion passes.
 - v. Learn to Skate
 - 1. Coaches/Helpers
 - vi. Fishback Community Fund Grant
 - 1. Waiting for word back on this grant
 - b. Fundraising Chair (Rebecca)
 - i. Krispy Kreme (10/29-Hobo Day)
 - 1. Everything in place for it. Sign-up genius, driver, etc. Rebecca will open the Sign-up genius again so we can get more volunteers. Discussed needing a volunteer spot for wagons to sell donuts after normal fundraising time and provide for on parade route.
 - ii. Additional fundraising
 - 1. VFW Breakfast (2/19/23)
 - a. We will try to get volunteers after Krispy Kreme event.
 - 2. South Dakota Day of Giving (11/29/22)
 - a. We don't really do anything with this event. People go to website and hopefully donate.
 - 3. Swiftel Center Clean Up Opportunity
 - a. Rebecca Barber is not interested, and the club will not pursue.
 - 4. Grants

- 5. Sponsorships
 - c. Competition Chair (Vicki)
 - i. Discussed the need for a secondary helper.
 - d. Ice Show Chair (Lisa)
 - i. Timeline for 2023 show
 - 1. Meeting Jan 29th.
 - 2. Looking for other companies for apparel.
 - 3. Lisa has 1-2 volunteers to be props coordinator.
 - 4. Feb 5th will be for cast photos for if approved by Parks and Rec.
 - a. Lisa thinking about going to photographer from Madison
- VIII. Old Business
- IX. New Business
- a. Ice time – Lisa Cain brought up topic of dividing ice between young and advanced skaters. Decided to talk to coaches to get feedback.
 - b. Volunteer points – Discussed age limits for kids/siblings that volunteer. Chris Buss will check with bylaws about who can get points as a family.
 - i. Decided to follow the rules as stated. The club will entertain individual exceptions as they come up.
 - c. Fundraiser – Lisa Cain brought up the Snow Mobile Club which has charity run every year. Possibility for our club next year.
- X. Establish Date, place and time for next meeting
- a. Larsen Ice Arena, 11/6, 330 PM
- XI. Adjourn – 643 PM
- a. Motion by Lisa Cain. Second by Sara Doom. All approved. Motion carries.
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Key Dates (Subject to Change):

Krispy Kreme Fundraiser: (10/29/22)
 Club Ice: (October 16)
 Holiday Exhibition (11/19/22)
 South Dakota Day of Giving (11/29/22)
 Fall Kick-off: TBD
 Brookings Festival of Light Parade: 12/2/22
 Competition: 2/24/22 - 2/25/22
 Frost Fest (2/19/23) *Advertising for VFW Fundraiser and Ice Show
 VFW Fundraiser (2/19/23)
 Ice Show: (04/01/23 – 04/02/23)
 End of the Year Party: (04/16/23)
 4th of July Parade: (07/04/23)
 August Ice/September Ice
 New beginning to new season: September 1, 2023
 Glide and Slide