



Meeting Notes

Meeting Title	Brookings Figure Skating Club
Date/Time Start	Dec 3, 2023 at 4:00 PM
Date/Time Stop	Dec 3, 2023 at 6:00 PM
Location	Larson Ice Arena
Categories	Competition Chair, Fundraising Chair, New Business Old Business, President's Report, Secretary's Social Director, Treasurer's Report, VP's Report membership Chair
Attendees	Chris Buus, Trish Matson Buus, Lilly Estling Fred Hatton, Jodie Louwagie, Janice Nielsen Shannon Rasmussen , Julie Underwood
Minutes by	Fred Hatton

Additions to Agenda

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Secretary's Report

Minutes

Voting Results

Proposed by: Trish Matson Buus
Vote Result: **Approved**

Seconded by: Lilly Estling

Treasurer's Report

Monthly Activity

Balance Sheet was shared with the board

Year to Date Financial Status

Competition Chair

Competition date (2/24/24-2/25/4)

For any event ISI endorsement is needed \$55 for the event.

Park and Rec only offered the warming room for all of the teams for competition. Safe Sports requires more locker room space.

Signup genius will add bringing fruit and hot meals to competition.

Still working on gifts for skaters and coaches...

Promotion of Competition

Katie is setting up Edge and other items. January 5th is deadline, but no late fee date. Would like to see more numbers from Brookings. Do we have an informational meeting for competition. Shanon will present.

Early Bird

Entry ease was set up on Thursday, will be out to everyone soon. Sent to clubs and coaches. Charity and Catherine have a list of contact that we can use for competition.

Coaches salary

In the past the salary was \$750. An increase of \$1000 was proposed by Shannon seconded by Jodie.

Voting Results

Proposed by:Shannon Rasmussen
Vote Result:Approved

Seconded by:Jodie Louwagie

Ice Show Chair

Timeline

Zamboni the ice before pictures taken

Cancel ICE Chips for the day of picture taking

Live action photos for this year, comp points for John Sprang

Comp points for Dana Martins on the actual weekend of the show.

Trish moved that all of the Sprang families volunteer points for the year be waived and the volunteer points for the weekend of the show for Dana Martins be waived. Lilly seconded and the motion was approved

41 members were signed up for the ice show at the time of the meeting. Lilly plans to send out reminders next weekend.

New member cutoff is January 16th for signing up for the ice show.

Photos

Zamboni the ice before pictures taken

Cancel ICE Chips for the day of picture taking

Parent Meeting (12/10 @ 3:30 & 4:30)

Chris will head up the meeting since Lilly will be indisposed.

Chris is continually working on a long term solution for the user agreement with the city, still waiting on final schedule.

Membership Chair

Coach reimbursement program

Coach reimbursement program, with twelve coaches we need to tighten up the language. A coach needs to be actively coaching during the season. We will have 11 coaches to reimburse. \$195 is the potential cost to the club. Will look at changing language for next year.

General Membership information

Still missing out information for one of our newest members.

An influx of new skaters in the last few weeks.

A skater quit after two sessions, and parents would like the deposit check. Board decided to return the check.

Trish has tried to invite members from the Park and Rec program after they have completed lessons. She talked to ISI about how to create a clear distinction between the club and Park and Rec. ISI is willing to conference call during a meeting with the city to clarify how the club and Park and Rec can work together. Jane, the district 10 director.

ISI handbooks arrived and they have all been checked out. So, they are much appreciated. Possibly create levels of coaching and include the handbook as part of their reimbursement program.

Fundraising Chair

South Dakota Day of Giving

Club raised \$1000 for the day of giving. Second year of club involvement. The board members congratulated Janice on the progress she has made this year.

Make sure you like and comment any of the BFSC post if you see them.

Donor will match the \$1000 raised.

Spring raffle

Offer more prizes

Other Fundraising Opportunities

Elieen's cookies is Sioux Falls. They sell frozen cookie dough. Christmas they are too busy, but Valentine's Day might be a possibility.

Skatathon

Janice would work with Alesha to plan an activity/fundraiser.possibly invite other clubs.

Ice Show adds

Will the sponsorship program take over for the add sales in the program. Should we offer the add program for \$250 instead of \$150 from last year.

President's report

Brookings Park and Rec User Agreement

Working with the City concerning the user agreement.

Senior Pictures

Working on getting pictures

Warming room

Currently drafting a letter of inquiry for the Larson Family Foundation Grant

VP Report

Volunteer Points

Still working on handing over volunteer points

Do we offer volunteer points for parade of lights. The answer is yes.

Old Business

Junior board

Do we need to circle back to the junior board program.

A skater approached Janice with some questions concerning ice time. Alesia has been doing a good job with social engagement (just getting started)

Still need to define roles, maybe have skater ambassadors.

Coaches are allowed to have authority on the ice.

Bring good firm ideas on what a representative looks like to the board. Keep it simple.

New Business

Park and Rec Expo

Looking at taking over learn to skate because of the lack of current management.
Now, we might be able to take over the program.

People have been confused concerning the park and rec program.

Take over the holiday expo as a club. Excellent opportunity to have new skaters witness more experienced skaters in action.

Next Meeting will be January 14 at 3:00 PM

Adjourn

Voting Results

Proposed by:Lilly Estling
Vote Result:Approved

Seconded by:Jodie Louwagie

☰ 2024 Ice Show Timeline ▾

Announce Coaches	11/19/23	Beth Wainman	
Announce Theme	11/26/23	Beth Wainman	
Put out signups	11/27/23	Lilly Estling	
Measure for costumes		Vicki Dubblede	
Get design for sample poster from UPS		Lilly Estling	UPS
December			
Last day to sign up for show	12/8/23		
Mandatory Parent Meeting	12/10/23	Beth, Vicki, Lilly	
Contact apparel vendors for designs & prices	12/30/22	Lilly	Jen Davis Designs?
Confirm photographer for cast photos	12/30/22	Lilly	Katie Heiberger
Contact videographer	12/30/22	Lilly	
Confirm Photographer for Live Action	12/30/23	Lilly	Jon Sprang
January			
Last day for new members who joined after 11/9 to join the show	1/16/23	Lilly	
Contact Hyvee Floral		Lilly	Hyvee
Contact Party Depot for rentals		Lilly	Party Depot
Begin Skater "good lucks"			
Last day to order apparel		Lilly	
Announce Cast/Music Selections		Beth	
Sign Up Genius for Ice Show Volunteer Jobs		Lilly	Jen Davis Designs
February			
Begin Rehearsals		Beth, Coaches	
Cast photos	2/18/24	Lilly	Katie Heiberger
Cast photo due for posters and send to UPS	2/18/24	Lilly	UPS
Program to printer		Lilly	UPS
March			
Start Décor			
April			
Decorate Ice Arena	4/5/23	Cast/Board/Parents	
Dress Rehearsal	4/5/23		
BFSC Ice Show	4/6/23		
BFSC Ice Show	4/7/23		