



Brookings Figure Skating Club

Board of Directors Meeting

Sunday, August 4th, 2024 @ 3:00 pm
Larson Ice Center Conference Room

MINUTES

- I. Call to Order & Welcome**
 - a. Chris called the meeting to order at 3:04 pm. Quorum was established.
 - b. Chris, Trish, Shannon, Lilly, Janice, and Jodi Louwagie were present at this meeting.

- II. Secretary's Report (Report given by proxy – Shannon Rasmussen)**
 - a. President asked for July minutes to be reviewed. Motion made by Lilly, seconded by Trish. Motion passed.

- III. Treasurer's Report (Julie)**
 - a. Monthly activity and YTD financial status were reviewed.
 - b. CD renewal was discussed, and Trish made a motion to renew for another 7 months at 4.75%. Shannon seconded the motion. Motion passed.
 - c. Competition checking account will be closed. Funds will be tracked through QuickBooks.
 - d. Budgets for 2024-2025 were reviewed and approved.
 - e. Overall, the projected net loss of \$11,000 was discussed for the 24-25 budget year. Grants to be researched to offset loss as well as more fundraising.
 - f. Lilly made a motion to approve 2024-2025 seasonal budget and Janice seconded the motion. Motion carried.
 - a. An amendment was made to the approved budget for an additional \$500 to go towards the Social Event Coordinator position. Lilly made a motion and Trish seconded it. Motion carried.

- IV. Additions to Agenda- Camp Update by Jodi Louwagie**
 - a. Attendance: 10 Beginners and 15 Advanced Skaters
 - b. Visit Brookings awarded a \$1,250.00 grant for the camp.
 - c. Camp schedule and private lessons were all discussed.
 - d. Shonteera has volunteered to be ice lead.
 - e. Canceling procedure was discussed if city didn't have repairs completed and ice was not suitable.

- V. Ice Show Chair Report (Lilly)**
 - a. The viewing party is being planned and re-scheduled with the social event coordinator.
 - b. The annual mandatory parent meeting will be October 13th, more details to come.
 - c. Competition assistant volunteer position duties and points were discussed.
 - d. Discussed interviewing coaches for the 2025 Ice Show director and assistants' positions and information to be posted.
 - e. Show Theme suggestions will be posted in September and goal to have theme by Black Friday.
 - f. Dress rehearsal ideas were discussed for Sunday and Friday prior to show date to avoid the Saturday morning practice & dress rehearsal.

- VI. Fundraising Report (Janice)**
 - a. Krispy Kreme fundraiser will be October 12 and new pickup locations were discussed. Doughnut prices will be \$15 presale and \$20 the day of pickup. Order forms will be distributed to members by

September 14th and final sales to be returned by October 6. Final order must be placed by October 9th for 72-hour pickup notice. Volunteer secured for pickup in Omaha.

- b. Signs to be updated for pickup locations and labels for boxes to be printed.
- c. New fundraising opportunities proposed and discussed. No motion was made.
- d. VFW Fundraising event was discussed. This event will be February 16th, 2025

VII. Competition Chair Report (Shannon)

- a. New proposals for the competition logo were discussed. No motion was made, and the topic will be brought forward at a later meeting.
- b. "Save the date" competition events have been posted to the district & local FB page with all upcoming competition dates.
- c. A motion was reported on the change of the hospitality room regarding switching from all full meals to grab-and-go foods.
- d. A list of volunteers was made for potential supervisor positions in charge of trophies, the welcome table, and announcer/music positions.
- e. Final announcement completed, and endorsement will be submitted to ISI National.
- f. Visit Brookings grant progress discussed. No motion was made.

VIII. Membership Chair Report (Trish)

- a. Extra postcards printed for July 4th parade have been distributed to new contacts at GAP, the Boys & Girls Club, and the community backpack project.
- b. Full page B&W flyers will be distributed to JK-5th grade this year at the start of school.
- b. Coach Beth committed to coaching the Ice Chips sessions, Beat the Heat & Try It Free events this year.
- c. Adaptive Skate program was discussed for greater opportunities for grant and budget allowance.

IX. Vice President Report (Fred, not present)

- a. Fred to report next month on Uplifter & Learn to Skate/Ice Skating Academy progress.

X. President's Report

- a. Final numbers for parent volunteer points were discussed and cashing volunteer checks.
- b. Mandatory monthly volunteer point reporting was discussed.
- c. Chris will contact Polina and Jodi to provide an update and determine the volunteer checks to cash.
- d. Final request for photos to be placed on our club website.
- e. Costume Closet progress from Abby was reported.
- f. Warming room locker proposals were discussed. Smaller sized lockers were determined to be best solution to house valuables only and rental charges were also discussed.
- g. Storage unit rental versus purchase of storage pod were discussed and tabled. All agreed to revisit if storage unit rent increases only.

XI. Adjourn

- a. Janice Motioned to adjourn. Lilly seconded. Motion carried.

XII. Next meeting will be Sunday, September 8th, 2025 at 3 pm in the Larson Conference Room.