

FCFSC Board Retreat Notes August 26, 2016

Board members in attendance: Ben Bradley, Nancy Johnson, Colleen Maffett, Lolita Gerstenberger, Natasha Zurakait, Vincenza Crawford, and Tobi Baldwin.

Meeting opened at 8:26 am.

Colleen moved, Ben seconded motion to approve minutes from the July 26, 2016 meeting.

Regionals Sendoff/Exhibition

- \$100 stipend will be available to skaters attending Qualifying Regionals.
- Waiting to hear back from the rink regarding availability of ice the weekend of 9/23. To offset \$400/hour ice cost, will charge \$5 for admission. Tickets will be available at the club table the day of the event or on Eventbrite in advance. No charge for skaters and children under 5.
- Goodie bags to be distributed to the skaters at the sendoff. CM will prepare the bags and they will contain a teddy bear and club water bottle. Details for sendoff location to be decided once ice time is secured.

Bylaw Review

Corrections and suggestions to be made on the google doc (NZ will email).

NJ to head committee to revise bylaws and requested that notes on bylaws be sent to her by 9/11.

Mission statement

FCFSC mission statement has been revised to read:

The mission of this club is to encourage friendship among our members and to help skaters of all levels attain their figure skating goals. We strive to promote good sportsmanship and support the development of active competitive figure skaters.

Ben motioned Vincenza seconded to accept revised mission statement.

Handbook

- Each board member was presented with a Board Member Agreement Meeting attendance requirements will be modified and Tobi will resend corrected copy.
- Job Descriptions — Volunteer hours added under Membership Chair (otherwise taken from USFSA)
- Getting Your Board on Board. Bullet 3 to be deleted
- Public relations contact needed. BB will look for sport news contact Communications committee will handle going forward.
- Conflict of interest — new page to clarify board-specific conflicts of interest. The bylaws will address the legal conflicts of interest. Personal relationship conflicts of interest will be addressed in bylaws. Recusal from voting will be addressed as a policy, to be renamed Board Member Conflict of Interest Policy. NJ to review and revise.
- Master copy will be created for future boards

Safe Sport

- Create policies so that if we develop programs when volunteers will be on a one-on-one basis with the children, SafeSport practices will be followed. (Currently not an issue)

- Send out safe sport handout and link to training to parents
- BB, TB and NJ will do online SafeSport training

Budget 2016/2017

- Propose to not pay for parent memberships for minors next year in order to save \$24. Will add parent membership tier of \$30 for any parents wishing to have their own US Figure Skating membership, Will list reasons why a parent may wish to do so on application—primarily to make eligible for board membership. Will make it clear that parents will not have their own membership otherwise. Regarding voting: 1 vote per full member (full, introductory, subsequent, or collegiate)
- Also add social member tier at \$50 (per person), which does not include USFSA membership or voting privileges, but will allow member to attend club functions. BB motioned, NZ seconded to accept new membership fees, effective in the 2017/2018 membership year.
- Volunteer policies—consider substituting equivalent value of services in lieu of volunteer hour donation (services worth the \$100 donation). Exceptions for donated services may be granted if approved by board.
- Propose a second basic skills competition. VZ to meet with the FITS accountant Maureen and Brielle from Spacecoast to establish a North Florida Basic Skills series (Jacksonville, Rockledge, Kissimmee, Daytona). The founding club will be granted two competitions (a regular series and the finale).
- Plan to send current budget to the membership and will outline future plans as a memo and set up a working budget going forward.
- CM to investigate director liability insurance and whether we can negotiate the fee.
- Propose to add governing council expense to budget. Will add a line item with a cost of zero.
- Break down regionals send off and winter social to reflect ice time cost (\$400/hour)

Fundraising

- Barnes and Noble - Town Center location this year, potentially more revenue (plan for \$300)
- Stylish Silhouettes - cups are will yield \$5 profit (will be sold at \$15). Will charge tax on the \$15 purchase because the club will place the order. One order to placed at the end of September. Cup samples will be on display at the pool party and the exhibition (and possibly shadow box). Email will be sent to members with pictures and order forms (cups and garment bags). Consider offering t-shirts, but will need samples for sizing.
- CPK offers up to 20% (Monday)
- Panera offers up to 20% (Monday through Thursday). Considering locations on Hendrix, Town Center, or Mandarin.
- NJ to coordinate on a Monday or Wednesday, one in September and one in November.
- Amazon smile—club is set up, members need to go through the smile account when placing orders.
- Baskets and raffles—consider doing raffles instead of silent auction, silent auction at FITS only made \$160 for 8 baskets.
- Scott Hamilton's Sk8 to Eliminate—consider partnering.
- Consider asking the Scotvolds to be the keynote speakers at a lunch and learn or dinner.

Planning

- Back to School pool party next weekend. Club to provide water and paper goods.
- Board meetings—next board meeting September 19 at 5:30 pm
- Proper warmup and stretching —October 16 or 22 at Brooks or Strongpoint. TB to follow up.

- Test sessions - next session will be November 6 from 8:30-11:30, with an ice rate of \$300/hour. Will ask if we give the rink 3 weeks notice could we give back unused time (in writing). Other proposed sessions in February and June. LG will ask Marcia regarding anticipated timing of high-level session.
- Annual Banquet - Either October 23 or November 13. Suggested to find farm for a fall festival.
- Dress Swaps - next one November 5 (before the Christmas show)
- Basic Skills competition - November 20?
- On-ice social in January: - 1 hour of fun skating for the kids, consider a possible theme. Date tbd based on ice ability.
- Consider bringing IJS technical specialist - Invite kids in free skate. Contact library (Mandarin, Southeast or Pablo Creek) to reserve meeting space. Decide on date depending on when library and specialist are available (budgeting \$150)
- Hair and makeup seminar with Marcia and Mesha—Saturday April 1. LG to coordinate with Marcia and rink regarding sportsplex availability.
- STARS - April 22 or 29. TB to submit application to USFSA.
- Annual meeting - Must be in 2nd quarter of calendar year. Date scheduled May 6, with the same format as last year. Consider venue with lesser fees.
- IJS critiques - May or June (depending on ice time and judge's availability)
- Fun in the Sun - Sunday June 25 (through no test/pre-pre test track)

Other business

- TB to send out email notifying membership about Amazon smile, as well as a reminder about the pool party next weekend.
- CM will send finalized budget.
- Polina will begin website update next week.
- Consider volunteer opportunities (Children's Home Society—NZ to follow up)

Meeting adjourned at 2:25 pm.