

First Coast Figure Skating Club of Jacksonville

Meeting Minutes

November 11, 2018

I. Call to order

Elyssa Blyssenbach called to order the regular meeting of the First Coast Figure Skating Club of Jacksonville at 8:33 p.m. on November 11, 2018 by teleconference, Halle seconded.

II. Roll call

The following persons were present: Elyssa Blyssenbach, Jerry Solomon, Halle Fontana, Johanna Tous, Terrie Andrews, Amanda Meek, Heather Edwards

III. Approval of minutes from last meeting

Last meeting minutes were not presented.

IV. Open issues

- a) Test Session – went well, no issues and finished early, kudos to Heather and Terrie, about \$400 in revenue, we received a break in the ice time per hour. Terrie already sent in the results to USFSA.
- b) If the skater who passed the test, then the skater can submit the results to director of the figure skating academy, Tammy Pennington, and they will credit the account for the test session. Halle stated that Audrey received \$10 for the last passed test session. There is a 30-day grace period.
- c) The banquet sign up is doing well, so far 66 people and the deadline to register is 11/15/18. If 80-90 people, then tough to have a dance floor. Cannot do a chocolate factory, Johanna is providing the cake, cash bar, Halle provided deposit and received the menu for the event. We ordered 9 tables that seat 8 each, Halle will let DJ know that music can be played during eating time. Halle will monogram stockings, need to decide what to place in the stocking. Group agreed to do a \$5 Target Gift Card. Gift for the coaches that will be a shoulder bag. Certificates for each skater. Main Event (previous Latitude 30) can be there to give away prizes, no decision was made on this. Table cloths are white and black napkins so Red and silver are colors for the decorations. Johanna will order balloons ahead of time. Team can get in ahead of time to facility to decorate if no lunch

bookings. Dressy to dressy casual for event. Any ideas for the holiday party for donations?

- d) Holiday show, good response so far and should do well financially for the event too. Fresh flowers will be made from the volunteers the night before the show, shout outs will be an option to generate revenue as well. Heather suggested a presale for flowers. \$10 for flowers and \$15 for flower/beer combo. Kasey is getting one for Sephora, if others have anything be sure to get to Jerry.
- e) Kasey and Amanda are organizing hair and makeup, Amanda suggested a sign up genius for hair and makeup. Two people for each area and how to pay them was discussed, 20 minutes slots.
- f) Group number for the holiday show, 27 skaters, good attendance, Elyssa ordered items for the group number,
- g) More communication and collaboration for the club such as the bulletin board is updated
- h) Dress swap is one of the next Saturdays and Elyssa will send out sign up.
- i) Stockings will be purchased for the dress swap which will be tights and over the boot, Elyssa can purchase the thick stockings for warmth, beige is color suggested. Black gloves are suggested and can be bought for \$1 at Walmart. Black hats will be purchased for sale.
- j) January social will not occur for the skaters. Option provided to have an adult social but team decided to forgo as well. Jerry suggested to collect receipts for fundraising at Main Event during the month of February. Has to be a Sunday, Tuesday, or Wednesday.
- k) Exhibition for March on the Friday afternoon on the 29th.
- l) Social memberships are now up to 13 members.
- m) Yoga class is doing well, have about 8-10 persons for the last two sessions, should be able to generate revenue to fund another trainer or class.
- n) Gerry to survey the club about strengths and opportunities of the club. Use survey monkey. January send out.
- o) Financials are doing well, up over last year, we are at 16,893 in the account.

- p) Icemen show will be in March, Jerry will check for dates for the group number. They can do Wednesdays and Jerry could do three dates. There is a December date but no one has signed up for this. Jerry will send out an email requesting skaters for Wednesdays.

V. New business

- a) Test Session checklist – Heather and Terrie to create, Kristie H. will create signs for the next test session.
- b) Halle sent the passed test results to Tammy Pennington.
- c) Halle to see if banquet facility can get red napkins. Johanna will find out where to order balloons ahead of time to ensure we have balloons for the event.
- d) Elyssa will need to cancel the yoga class for the night of the banquet.
- e) Elyssa to work with Mark to throw fake flowers and bears on the ice.
- f) Elyssa to create sign up genius for hair and makeup and Amanda to ask Tammy to advertise to the academy. Amanda to find out how much the stylists would need to be paid.
- g) Halle to purchase gift card for Jenna for choreographing the holiday group number.
- h) Elyssa to ask Mark about the exhibition for the 29th.

VI. Adjournment

Elyssa Blyssenbach adjourned the meeting at 9:40 p.m, Halle seconded. Next Board meetings scheduled for 1/9/19 telephonically at 8:30 p.m.

Minutes submitted by: Terrie Andrews

Minutes approved by: