

James River Figure Skating Club Board Minutes

Date: April 14, 2025

Location: _Shadys_ @ 6:30 PM

Attendance: Joe Bear (Pres), Amy Johnson (Secretary), Lenae Bear (Treasurer), Heather Rostenbach,(VP) Jill Mazur, Jonathan Protector, Justin Bear **Absent:** **Others:** Morgan Thoreson, Nikki Steckler, Brittany Boechler

1. Approval of March 10th minutes. _HR___ moves to approve, _JP__2nd.
 - a. Treasurer Report/Finance Committee
 - i. Year end projected balance-approximately \$50,000
 - ii. Ice show Financials- Profit was about \$3300.
 - iii. Current bank balance- \$52984.52
 - iv. Skate rental discussion - Program expenses include skates plus costs to Leta for fittings/sharpenings etc and was \$3683.02
 1. All rental skate charges for the year came out to \$3215 so overall we lost money on skate rental.
 - b. Open Feedback Survey: (None) [JRFSC Open Feedback Survey - Google Forms](#)
 - i. - There has not been one feedback response this year!
 - c. Registration Committee
 - i. Has not met. Let's schedule a meeting to fine tune the details.
 1. Jill, Justin, Joe, Lenae, Heather Wegner are the registration committee.
 - a. Thursday at 6:30 at the Corner Bar & Grill.
 - ii. Paying for coach hotels and meals (could cut some cost there)
 1. Will discuss at registration committee meeting
 - d. Liaison Committee
 - i. - Have not Met with park and rec. Just a fall meeting is planned. Amy said that ice will be going up again!
 - ii. March / April ice \$9345
 - e. Fundraising Committee
 - i. Kite Fest - May 30th - June 1
 1. Need to schedule a meeting to get stuff lined up. Nikki, Justin, Robert and Brittany. Tuesday April 22nd possibly at Gladstone, Justin will set up location and let the group know. 6:30
 - ii. Hot dog meal- what to charge for this? Will discuss at kite fest meeting
 - iii. Trailer instead of camper - will discuss at kite fest meeting (outlets and fridge, AC unit)
 - iv. Ice Free at Cenex gas station - Leta
 - v. Gun Raffle - Justin
 1. Total investment of \$15,262 for 3000 tickets for a 25 gun raffle. Justin broke down the numbers and if we can sell 80% of tickets profit would be \$32738. Justin is proposing a Session 3 discount based on the number of tickets sold. Decision about session 3 discount will be tabled.
 2. Have a handout that people sign acknowledging if they don't turn in the tickets they owe the money.

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3. Lenae wants payments to go out after May 1st in order to fall into the next fiscal year.
 4. Heather makes a motion to give Justin \$15,500 to get the gun raffle set up, Amy seconds. Roll call vote: JoeB - yes, LB -yes, JP - yes; JustinB - yes, HR - yes, JM - yes, AJ, - yes; motion carries
 - vi. Bufftown Bargains could be an easy money maker if we tell our club members to give back - Amy will set up with them.
 - f. Christmas show scheduling
 - i. JP makes a motion to hold the annual Christmas show on December 14th, Heather seconds, motion carries
 - g. Ice Show Committee
 - i. - Gehlhar Ticket packet. What do we want to do with that?
 1. JP makes a motion to have the family pay the \$75 each family was asked to sell. JustinB seconds, motion carries.
 - a. Amy will notify Ashley Gehlhar and Lenae will modify the invoice
 - ii. - Other thoughts on how the ice show went?
 1. Please let Amy know if you have comments so she can document them for next year.
 - h. Director Comments
 - i. Registration/Session dates as soon as possible - editing everything on the website takes a ton of time :)
 - ii. Do we need to meet to update any handbook/policies, as I need to update/clean up on registration forms and on the website. Or just a few of us meet up? Not sure how that works, or if updates need to be voted on?
 1. Share on the drive so all board members/coaches can make comments
 - a. Jill already made edits so she will share with everyone to make comments on.
 - b. Will review prior to next meeting so we can put on the agenda to finalize next meeting.
 - iii. Are we still wanting to send out a survey to everyone about the ice show?
No - people can use the open feedback link.
 - i. Coach Comments
 - i. Morgan wants to make sure she met her ice show contract requirements and Joe feels yes and there were no objections.
2. Old Business
- a. Annual meeting
 - i. Food and Drinks? Robert is on lemonade. Joe will take care of napkins/cups and Nikki will make 60 cupcakes with supplies being covered by the club.
 - ii. Slideshow - who wants to do it? Heather will do slide show with pictures from Jodelle from ice show. Plus competition pictures that people send.
 - iii. Board Ballots and Process: Vote for 2, top 2 get the seats. Ties broken by runoff between the tied nominees. Keep track of votes in the minutes incase someone resigns

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- iv. Amy and Heather's seats are up for election. Heather does not need board approval for another term. Found in the minutes. (April 12th 2022)
- v. Email has been sent asking for nominations before April 25th to be on the ballot. Will also take nominations from the floor but name won't be on ballot.
- vi. President Election: Do we want to take nominations from the floor then vote on the nominations? Will ask if anyone wants to withdraw from Presidential election and vote from remaining.
- vii. Ice show picture link to be sent out after the annual meeting
- viii. Ice show awards at the meeting
- b. Handbook Update. Jill? See above in Director's comment
- c. Try out skating had excellent attendance! 60+ is what Brittany thought. It was a good idea to invite club member to bring a friend.
- d. Web page update
 - i. - Any news? SVFSC has uplifter and looks much better than ours. We have room to improve! Update Board of Directors page and coaches on website.
 - ii. JoeB makes a motion to have Jill put her bio on the FB page - JP seconds - motion carries

3. New Business

- a. Coaching Contracts. Comments on current contracts?
- b. - New Coach contract. Is it ok to let Brittany handle negotiations? It's in her job description but making sure we want her to handle it. She would have an idea of limits on the contracts and specs. We would have to approve. Yes
 - i. Morgan would like to consult with Britt if they will be working with basic skills.
- c. Would like to have contracts ready to sign by the May meeting if possible. June at the latest!
- d. Ice show contract. How would the board like to handle this?
 - i. 2025 Contract for ice show Leta \$1000 Morgan \$1500 Brittany \$2000
 - ii. Thoughts of doing one lump sum and winning bidder would be in charge and could hire other coaches to help? (Coaches don't like this idea) Thoughts? Amy dislikes this idea after working closely with the coaches for ice show. Justin and JP don't see a reason to change it.
- E. Rental Skate Management - Leta willing to do along with boutique management she would collect fees for skates also but would like help on starting days.
 - a. Making parents pay leta the sharpening fee instead of including it in the rental fee? Could lower Rental fee? \$68 for sharpening per year. Could lower rental fee to \$75 for a year or \$30 per session?

Discussion: Remove skate rentals from Uplifter and have them pay at time of rental (pay Leta); recommend a sharpening every so many hours and make parents sign something regarding care of rental skates; rental skates must be sharpened by the club; the club would still have to cover one sharpening so the skates start out sharp. \$35/session and \$90/year; Leta could buy used skates as she sees fit (within a budget set by the club?)

Jill makes a motion to approved the discussion points - JP seconded, Motion carries.

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- b. Talk to Amy Walters and Chris about a storage container out back for the ice show instead of the storage unit.
 - i. Joe will get more information and bring an idea to the club.
- 4. Communications to go out (Email, Text, Facebook): TBD
 - a. Kite Fest volunteers
 - i. Committee will create a sign up through uplifter at their meeting.
 - ii. Make sure families know they get volunteer hours for the next season for this.
 - b. Ice show picture link to be sent after the annual meeting
- 5. Wrap Up
 - a. Updates to Yearly Schedule: See below
- 6. Upcoming Meeting: MAY 6, 6:30_ at Gladstone_____
- 7. No further business: Meeting adjourned HR motions to adjourn, motion carries.

Calendar

April 27 2-3:45 annual meeting

April 30 end of club fiscal year -Need to schedule: Junior coach training

May 30-June 1 Kite fest - Planned Session 1 Sep 9th - Oct 26