

James River Figure Skating Club Board Minutes

Date: February 10, 2025

Location: _Shadys_ @ 6:00

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

1. Approval of _January 6 _ minutes _HR____ moves to approve, _LB____ 2nd.
2. Committee Report Outs:
 - a. Treasurer Report/Finance Committee
 - i. -Bank balance: prediction about \$30-35000 at the end of the year. \$51788.10 current balance
 - b. Open Feedback Survey: None [JRFSC Open Feedback Survey - Google Forms](#)
 - i. - None
 - c. Registration Committee: Committee members are Joe, Lenae, Jill, Heather Wegner
 - i. Gathering 2024-2025 enrollment numbers to determine 2025-2026 projection enrollment numbers.
 - ii. Planning meeting will be scheduled in February to discuss the 2025-2026 class structure and competitive/basic skills packages.
 - Schedule meeting for Feb 24th @6:00pm location TBD
 - d. Liaison Committee
 - i. Jan 15th meeting with Amy and Chris. Talked about having to move from wilson to eagles. Chris just made a scheduling error. UJ is talking about adding a womens hockey team. The hope is to have them practice During the day 8-3. Talked about UJ doing practice during the day to free up time for others. Ice will be coming off right after the ice show.
 - ii. Jan Ice \$6470
 - iii. Feb 5th meeting discussed planning for next season. They will be getting some new rental skates. Have hired 2 new employees.
 - iv. March Calendar - Changed Fridays to 5:30 which will be competitor ice time.
 - e. Fundraising Committee
 - i. Kite Fest - May 30th - Will confirm with Amy W that we're doing concessions
 - ii. Raffle for some Jrfsc corn hole boards? - Due to the cost of the boards (\$500 per set) this may not be feasible
 - iii. Calendar sale - A month with 31 days would raise \$496 per skater x 70 some skaters = \$34,720 - could draw a few names and do giveaways too
 - iv. Fill the skate/skater sale
 - v. Giving hearts day - at about \$400 in donations so far
 - f. Ice Show Committee
 - i. - Needs? Hockey skaters - Thoughts on offering them money to be in the show? Slippery slope - will keep trying to convince them and if we can't get skaters there won't be a hockey skate.
 - ii. Do we have it sanctioned yet?! Yes
 - iii. Sent in during meeting and board will be notified as soon as approved

James River Figure Skating Club Board Minutes

Date: February 10, 2025

Location: _Shadys_ @ 6:00

g. Policy Updates

i. Jill to update JRFC policy to provide information on “Volunteer hours”

- This has not yet been done b/c there are too many different things that don't all say the same thing.
- Jill will work on combining and organizing the handbook and policies so all the information matches and is correct and current.

ii. Revision request to Ice Show policy are the following:

- Details on criteria used for selecting skaters for opening and closing numbers.
- Define “Spotlights” and provide criteria used for selecting skaters for spotlights number(s).
- Ice Show Policy will be reviewed again after Ice Show. Could add wording of “opening and closing” to the groups so it's more clear.
- Jill will work on clarifying Ice Show Policies

iii. Request audit to be conducted on all policies and communications that are under the control of JRFSC and their standing committees. Reason for this request are the following:

- Conflicting information
- Organization of the content
- Lack of clarity in the content
- Missing key controls

h. Director Comments

- Writing down lots of things that haven't worked great this season, for next season - can be discussed at later meetings
- Working on billing out volunteer hours that haven't been completed

i. Coach Comments

i. Morgan - potentially offering lessons to basic skills after competitions are over

- May help with growing the basic skills team
- Walk on + lesson fee

- \$20 total paid to Morgan and she will pay the club \$7/lesson to cover the walk on fee for March of 2025 only; this would be for any club member other than advanced competitors - Amy made this motion, Lenae seconded

i. Motion carries as written

3. Old Business

a. Hiring Coaches

- Emily Zuck came to the meeting for an interview and expressed interest in whatever we have available.
 - Coach Brittany will handle the hiring as Club Director. Overall consensus is that we would love to have her.

b. Coaching Evaluations

- Will update at the end of session 3

c. Web page update

- Jon? Will table until next meeting as Jon is absent.

James River Figure Skating Club Board Minutes

Date: February 10, 2025

Location: _Shadys_ @ 6:00

- d. Tools For Games? What was purchased? Anything more to get? Cones, resistance bands for warm up exercises, and games, and another harness, prizes for relays and good practice days. May need another piece that attaches to harness - current one is breaking down
 - e. Board Member facebook spotlight! Who needs to get this done yet? Let's Get it done!! Jill & Heather!
 - i. Due date end of next week
 - f. Advanced Competitor Group Lessons. Would like to try it again this season. Saturday Feb 22nd? Or Sunday 23rd are the only dates Britt has available until the end of Season :(
 - i. Will table for now - discuss at the feb 24th registration committee meeting
4. New Business
- a. Jill requested refund of ice show session
 - i. Justin made a motion that no refund will be given; the club will hold the costumes until after Ice Show, at which time the costumes will be handed over. If the costumes are used by the club, the club will refund the price for the costume used by the club not to exceed \$200.
 - Lenae seconded
 - Motion carries
 - b. Can skaters rent skates after session 3, if they aren't doing ice show? Fee? Contract to turn in skates/etc?
 - i. No
5. Communications to go out (Email, Text, Facebook): TBD
- a. Date, time, and location of next board meeting to be posted on JRFSC Facebook page
6. Wrap Up
- a. Updates to calendar posted below
 - b. Policy Updates (based on approved motions) ([JRFSC Policy Document](#))
 - c. Action Items
7. Date of next Board Meeting: March 10th 6:30 Pm Gladstone
8. No further business: Meeting adjourned ; AJ made a motion, LB seconded motion carries

Calendar

Feb 13	Giving Hearts Day
Feb 17	Ice Show Picture Night
Feb 18	Session 3 Ends
Feb 18	Coach Evaluations due
Feb 24	Registration Committee Meeting 6:00
Feb 23-Apr 4	Ice show Rehearsal
April 4-6	Ice Show
April 5	Justin's birthday
April 20	Easter
May 30-Jun 1	Kitefest