

James River Figure Skating Club Board Minutes

Date: June 17, 2025

Location: Shadys @ 6:30 PM

Attendance: Joe Bear (Pres), Jonathan Protector (VP), Amy Johnson (Secretary), Lenae Bear (Treasurer), Savanna Protector, Justin Bear **Absent:** Jill Mazur **Others:** Leta Peterson, Brittany Boechler, Morgan Thoreson, Robert Ogren, Nikki Steckler, Kerrie Norman, Annetta Tweten

1. Approval of May 6 minutes JP moves to approve, SP 2nd. , motion carries
 - a. Treasurer Report/Finance Committee
 - i. Bank Balance \$37,606.89, guns for raffle were purchased and kit fest funds have come through.
 - ii. Audit? Is that an annual thing? Should probably do. We need to find volunteers
 - b. Open Feedback Survey: None [JRESC Open Feedback Survey - Google Forms](#)
 - i. NONE
 - c. Registration Committee
 - i. Uplifter is ready to go except for the ice show fee and need to update policies/handbook - Was the pop up at check out ok last year for ice show fee?
 1. Will do pop up again.jrf
 - d. Liaison Committee
 - i. July 9th 4:00pm WSB meeting - Joe will attend
 - ii. Ice show date? Hopefully March 27, 28, 29 if Parks and Rec will allow it that late. Prom is the weekend prior to that.
 - iii. Current ice contract goes until Dec 31, 2025. Ice cost will remain the same until then.
 - e. Fundraising Committee
 - i. Kite Fest - \$3769.12 profit - Do we want to do it again? Any feedback?
 1. Midco already reached out asking about next year and want to do more next year
 2. For now we will say yes and can reconsider at a later date depending on how the gun raffle goes.
 - ii. \$2801 profit in 2023, \$5040 in 2024 (includes \$500 for purchase of remaining supplies)
 - iii. Gun Raffle- Updates? Sales At Kitefest? (4 books) Distribution for Summer/Session 1?
 1. Incentives will be given as credits toward session fees for top seller plus 4 families with an entry into the drawing for each book sold.
 2. Hoping to have tickets available before July 4th for families that want them. Justin will set up a time where people can meet him to obtain tickets.
 3. Ticket turn in deadline? November 30th? Justin will make sure that date is okay with state law.
 - iv. \$1000 donation/gaming from Tapps
 - v. \$500 donation/gaming check from Progress
 - f. Ice Show Committee
 - i. Updates to policy
 1. Added a few things about no refunds, no costumes being given to those that dropped out and being responsible for ticket packets
 2. LB motion to approve, JP seconded, motion carries
 - ii. Preferred Ice Show date? March 27-28-29?
 - g. Director Comments
 - i. Certification/coaching renewals are open - Will send out junior coaching messages soon to get those lined up. Want all coaches to be certified by August 15th!!
 - ii. Britt, Morgan, Abby, Allison, Emily, & Hannah are available to coach LTS classes!!
 - iii. All 6 coaches are willing to do private lessons!!
 - iv. Can a coach volunteer their coaching class time and we waive their skater's registration fees? Yes
 - v. Need to schedule junior coach training. Do we know when ice will be on yet? Britt would like to do some of the training on ice. Do we pay the junior coaches for this? Yes pay junior coaches for in person training.

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1. For junior coaches under the age of 14 we can do a VISA gift card in lieu of a wage
 - a. Lenae makes a motion to give a gift card each session for junior coaches under age 14. JP seconded, motion carries.
- h. Coach Comments
 - i. Morgan can now sign contract (: And Britt!
2. Old Business
 - a. Committee assignments
 - i. Need to Remove Heather From Bank-Lets set something up.
 - b. Handbook update
 - i. Amy and Jill and Britt worked on and updated. Need to amend and or approve.
 1. Need to update newcomers guide. Will continue to have separate documents for ice show policy, skater handbook, and competitor handbook. Some items were moved from skater handbook to competitor handbook. A brief overview remains.
 2. jP makes a motion to approve, SP seconds, motion carries
 - ii. Skate under JRFSC as a competitor without signing up for a competitive training package.
 1. Our coaches will not allow skaters they don't coach to list them as coaches for a competition.
 - c. Web page update- Hows it going? Savannah has made updates and it's looking better! More improvements to come. Keep a running calendar of 6 months worth of meetings at least
 - d. Bufftown Bargains is set up. Probably should send out a note saying this. - Brittany will put out a FB post.
 - e. Locks and keys need to be purchased. Nikki cut the locks in the rink. Nikki will purchase new locks that are all keyed the same.
 - f. Did talk with Leta about skate rentals
 - i. Fitting Fee: Who pays for early fitting fees? Club or Individual?
 1. On registration day the club pays Leta hourly to be there fitting individuals.
 2. Club will pay individual fittings as needed plus paying Leta hourly for an early fitting session that is set up ahead of time.
 - ii. Leta wants to buy 6 new pairs of rental skates plus a few extra for additional needs.
 1. JustinB makes a motion to give Leta \$1200 to purchase new rental skates, LB seconds, motion carries
 - g. Travis Wilson from Performance Edges Skate Sharpening in Bismarck will be in Jamestown on July 31st for skate fittings. Need to get the info out to club members. He mostly sells Edea brand skates.
3. New Business
 - a. Skating Camp? Annetta:) September 6th and 7th with skating coaches Carey and Garrett.
 - i. AJ makes a motion to approve both coaches come this weekend and set it up like last year. Seconded by LB, motion carries.
 - ii. Will discuss at the next board meeting regarding having a camp over xmas break with our coaches.
 - b. Competitor meeting? Brit is looking at dates and locations.
 - c. Newman signs advertising - JoeB makes a motion to put only ice show up on the billboard, LB seconds, motion carries.
4. Communications to go out (Email, Text, Facebook): Brit has a list
 - a. Next Board Meeting Schedule on Facebook
5. Wrap Up
 - a. Updates to Yearly Schedule: See below
 - i. Current Action Items
6. Upcoming Meeting: July 1st 6:30 - will try Jonny Bs

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- a. Put on agenda to discuss having a meeting for newcomers.

7. Executive session (Board Members Only)

a. Coach Contracts

- i. AJ makes a motion to approve both contracts as written, JP seconds, motion carries

b. Performance Review of Director

- i. The board is satisfied with the director

c. Skate Rental Contract - table until next meeting

- 8. No further business: Meeting adjourned

Calendar

Need to schedule: Junior coach training
Competitor meeting
Raffle Ticket Deadline

August 21 - First Day of School

September 9 thru October 26 - Session 1

October 16 and 17 - No School

October 28 thru December 16 - Session 2

November 7 - No School

November 10 and 11 - No School

November 27 and 28 - No School

December 14 - Christmas Show

December 24 - Holiday Break Begins

January 4 thru February 15 - Session 3

January 5 - School Resumes

January 19 - No School

February 13 - No School

March 11 and 12 - No School

March 13 - No School

April 3 and 6 - No School