



Brookings Figure Skating Club

Board of Directors Meeting

March 8th, 2026 @ 2:56 pm

Larson Ice Center Conference Room

MINUTES

I. Call to Order & Introductions

- a. Board Members present: Chris Buus, Dustin Louwagie, Jodie Louwagie, Laura Aspinall, Stacey Moyer, Aleycia Gerlach. Absent: Vicki Dubbelde. Members present: Trish Matson Buus, Rebecca Barber, Arine Palandi.

II. Additions to Agenda

- a. Jodie stated that we pay a \$6 fee for each Paypal transaction. Dustin motioned to delete the Paypal account. Stacey seconded. Motion carried.

III. Secretary's Report (Aleycia)

- a. Jodie motioned to approve February minutes. Laura seconded. Motion carried.
- b. Aleycia has requested that the club continue to ask for AM ice next season as it was utilized by members and coaches.

IV. Vice President (Dustin)

- a. Dustin will post upcoming open board positions and nominating instructions for members who seek to run for a position.
- b. End of Year Party planning. Gifts will be in the form of a raffle this year. Dustin plans to have higher value gifts, and also a variety of items suitable for all ages and genders. The menu will be taco bar (potluck style). Dustin would like to buy a new heavy duty chocolate fountain with part of his budget. A list will be sent out to the coaches in order to get their input for awards. He would like to keep the awards consistent year over year.
- c. Senior scholarship awarded. Dustin moved to approve the award. Stacey seconded. Motion carried.

V. Treasurer's Report (Jodie)

- a. Financials discussed. Overall, finances are sound. Coach pay for Ice Chips needs to be resolved. The club would like to move to sourcing out accounting services. Jodie stated that best practice is that once a club has a W-2 employee, it is best to move to an accounting firm to handle taxes and bookkeeping. Jodie reached out to 2 different firms with quotes (VRS and TruCount). Trish suggested checking with Steen as well.
- b. The Constitution and Bylaws need an update. The constitution is a governing body in which we function, and we need to update the language to include specifics (i.e. coach members, adult members). Discussion was had regarding adult membership and the ability to vote and/or hold a board position.
 - a. Jodie motioned to make changes to general language updates to the constitution. Dustin seconded. Motion carried. Jodie will update and send it to Chris and Aleycia. Then Aleycia will notify club members of the proposed changes.
 - b. Jodie motioned to expand the constitution to include voting privileges for adult (non-coach) members. Dustin seconded. Aleycia asked that language be added that adult (non-coach) members not be able to serve on the board. Motion carried.
 - c. Dustin motioned to approve the bylaws as presented by Jodie. Stacey seconded. Motion carried. Jodie will update and send it to Chris and Aleycia. Then Aleycia will notify club members.
- c. Membership Handbook changes introduced and will continue to be discussed over the summer. Aleycia motioned that we move discussion on handbook changes to the May meeting. Laura seconded. Motion carried.

- d. CD renews again 9/9/26 and 10/10/26.
- e. Jodie will double check on sponsorships received to date, specifically Basin Electric, BFS, and Midwest Glass.

VI. Membership Chair (Laura)

- a. Laura plans to share early bird rates and dates for next year soon. Mandi Kunze will take over coach credentialing for next year. Laura will meet with her. Raffles will be sold during ice show weekend.

VII. Ice Show Chair (Stacey)

- a. Physical tickets will be available this week for the Ice Show. Show posters are nearly done, so advertising around town will begin. Items brought for show should be considered a donation. If reimbursement is needed, they need to speak to Ice Show chair for prior approval. Chris will check with BISA about concessions. Chris will check with the city about taking down glass. Ice Show dates are 3/28/26 and 3/29/26. Rehearsal will be 3/27/26.

VIII. Competition Chair (Vicki)

- a. The competition went great. The attendance was outstanding, and the revenue generated was very good for our club. Vicki thought that we might need three days next year. Jodie suggested pursuing the "Visit Brookings" grant for next year.

VIII. President (Chris)

- a. Chris moved that the board go into executive session. Stacey seconded. Motion carried.

IX. Executive Session

- a. PPB volunteer points were discussed.

X. Adjourn

- a. Stacey motioned to adjourn. Laura seconded. Motion carried.

XI. Next Meeting End of Year meeting April 12th 2:00pm at GracePoint Wesleyan.