



Brookings Figure Skating Club

Board of Directors Meeting

May 7th, 2026 @ 7:00 pm

Virtual via Teams

MINUTES

I. Call to Order

- a. The meeting was called to order at 7:03pm. Board members present were Dustin Louwagie, Laura Aspinall, Jodie Louwagie, Arine Palandi, and Polina Helder. Board members absent: Stacey Moyer and Kathleen Lower.

II. Additions to Agenda

- a. Jodie advised Board of significant priorities that were left unresolved in past season. There have been significant changes and updates to the club over the past few years due to the huge growth and incorporation of technology support to handle; documentation has fallen behind. Constitution and By-Laws were updated and approved last season. Discussed need to replace Skating Academy Director for beginning of next season. Arine suggested Director be a coach due to need for knowledge on the ice. Discussion on extent of the director's responsibility being heavily administrative (advertising, social media, budgeting, communication) rather than coaching on the ice. Dustin will reach out to get previous job description for Board to review and determine postings. Jodie advised it is a paid position, so would need to be included in budgets. Jodie also advised due to the nature of some aspects of the role, it could be considered to allow for some duties to be completed by a volunteer. Jodie had proposed Volunteer Committee structure to emphasize more role-based duties to focus volunteer efforts toward meaningful work that supports the club and provides value and impact. Administrative efforts to review volunteer hours and update monthly is excessive and not value-add. Jodie recommended current Board take the time to focus on enhancing the volunteer requirements to take effect for 2027-2028 season.
 - i. Membership Handbook Review/Updates
 - ii. Skating Academy Director position posting/hiring
 - iii. Volunteer Commitments / Evaluate Committee Structure

III. Secretary's Report (Kathleen)

- a. April minutes were not submitted for approval. Dustin will retrieve and provide to Board at June meeting to approve from End of Year Party.

IV. Treasurer's Report (Jodie)

- a. Reviewed budget, noting some key items still unaccounted for from Ice Show.
- b. Budget activity will be completed by Board to set for 2026-2027 season. Work should begin now to have budgets approved before August. Arine asked for details about why Fundraising came in significantly lower than budgeted. Jodie advised the lack of Board position. Jodie will produce individualized budgets for each role with details to help provide guidance in establishing reasonable budgets.

V. Competition Chair (Polina)

- a. Nothing to report currently.

VI. Fundraising (Arine)

- a. Arine has been talking with former Fundraising Chair and recruited Janice to assist with fundraising efforts.

VII. Vice President

- a. Board discussed potential recruits for open role. Dustin will post on Band app requesting submissions. Jodie suggested several of the events the Vice President is responsible for could be accomplished with committees. This may seem more appealing to volunteers, especially those who have not fulfilled requirements for the 2025-2026 season.

VIII. Membership Chair (Laura)

- a. Current registration status for 2026-2027 season. Had positive results from early bird registration following April's EOY party.

IX. Ice Show Chair (Stacey)

- a. Board discussed Ice Show feedback and need for expediting selection of Ice Show Director and Theme early in season.
- b. Jodie advised several elements were not approved by Board for spending and that established protocols must be enforced for transparency.

X. President (Dustin)

- a. Showed Board what typical packet looks like for agenda and meeting. Set expectation for board packets due to the Secretary 1 week prior to meeting. Board members should review all items for discussion and decisioning at meeting.
- b. Set future meetings for remainder of summer:
 - i. June 3rd, 7:00pm
 - ii. July 1st, 7:00pm

XI. Adjourn

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

XII. Next Meeting June 3rd, 7:00 pm.

- a. Teams meeting will be sent.