



## Brookings Figure Skating Club Board of Directors Meeting

Sunday, December 1st, 2024 @ 3:00 pm  
Larson Ice Center Conference Room

### MINUTES

**I. Meeting was called to order at 3:02 pm.**

- a. Quorum was present and established.

**II. Additions to Agenda**

Brookings Skating Academy (Jodie)

Classes will be offered from Pre-Alpha through freestyle, Teen beginners, hockey skating skills, adult beginners, super skaters (adaptive), and tots. Classes will consist of a 4-week ISI curriculum. Will be offered to club members as well as non-members. A director position has been posted to the club coaches. Following a director hire, specific coach positions will be opened. Park & Rec will receive approximately 10% of the skater registration fee. Skate loans will be available, and will Park & Rec will help market program. Cost: \$60 per student per class and club members receive a \$5 discount. Julie motioned to move forward with program as presented by Jodie. Janice seconded. Motion carried. Julie requested for the committee to keep the board more informed in the future. Chris thanked Fred, Dana, and the committee for their efforts to get the program to this point.

Katz family fundraiser from Holiday Expo. Funds raised were sent via venmo from Janice.

Josh Barber attended and stated his concerns with skaters not feeling comfortable to approach board at a meeting. He suggested having skater representation at the board.

**III. Secretary's Report (Aleycia)**

- a. Julie motioned to approve minutes from November 2024 meeting. Trish seconded. Motion passed.  
b. Minutes will be posted to website.

**IV. Treasurer's Report (Julie)**

- a. Monthly Activity/YTD Financial Status reviewed. Club's annual form 990N was filed. In the next year or two it is very likely we'll have to file a form 990 EZ once our average gross receipts for the last 3 years exceed 50k. Will need to budget for this.

**V. Fundraising Chair (Janice)**

- a. Season sponsorships will be sent out again this month.  
b. Dairy Queen fundraiser will happen close to the Ice Show.  
c. Discussion about attaching fundraising responsibility to membership next year.  
d. VFW Breakfast will be 2/16/25.  
e. Janice is looking for subcommittee members.

**VI. Competition Chair (Shannon)**

- a. Prairie Polar Blast Competition Dates 2/22/25-2/23/25.  
b. New Ulm competition observations: programs were sold for \$5. Nothing Bundt Cakes, vendors  
c. Ideas for PPB competition: Cinnamon rolls, high schoolers to do hair/makeup for small fee, tee-shirt making on-site, costume consignment.

**VII. Ice Show Chair (Lilly- not present, but sent notes)**

- a. Viewing party for the "through the decades" show is Dec 15 from 4pm-6pm in the conference room. Popcorn will be provided for skaters.

- b. Confirmed coaching staff for ice show: Beth, Shonteera, Riley, and Brynn. Stacy Moyer will be assisting Lilly.
- c. Parent meeting for ice show will be in early January. Photos for ice show will be late January or early February (23 Productions).
- d. Skills assessment days set up for December 14 and December 21 from 9:30-11:30am. It will be “come and go” and all skaters who are not currently in private lessons are encouraged to attend.

**VIII. Vice President Report (Fred)**

- a. Holiday Expo was a success. Having a subcommittee worked well. Some skaters from the park & rec program decided at the last minute not to perform on ice due to nerves. Photos from event will be available soon. Jodie mentioned the importance of considering timeline with other competitions and events happening.

**IX. Membership Chair Report (Trish)**

- a. Current status on membership numbers: 85 skaters, 14 coaches

**X. President’s Report (Chris)**

- a. Last coaches meeting was in November. Will not have one in December but will resume monthly meetings in January. Chris will be ordering new vests. Skaters in lessons will begin wearing vests as well as skaters that are skating their routines to music.
- b. Something to consider for the future as the club grows are charges for extra programming that happens in the club. Fred and Julie offered to construct a committee to discuss ideas, and they will find parent participation.
- c. Numbers of skaters on ice is currently appropriate, so currently there is not a need to divide ice time.
- d. Ice Show Composite frames are on order and will be put up once arrives.
- e. Safety
  - a. Ice Monitor role was discussed. There is a binder available to coaches and ice monitors for incident reports, info on rink etiquette, and first aid supplies. The position will be awarded hourly points for this season, but need to reconsider how it is structured for next season.

XI. Janice moved to executive session. Trish seconded. Motion carried.

**XII. Next meeting January 5<sup>th</sup> @ 3:00 PM**

**XIII. Adjourn**

- a. Fred motioned to adjourn, Julie seconded motion carried. Meeting adjourned at 5:59pm.