

June 1, 2010

Dear Braemar-City of Lakes Figure Skating Club members:

RE: 2010-2011 BCLFSC Membership Renewal – June 19, 2010 Deadline

Enclosed please find application forms for renewing your membership in the Braemar-City of Lakes Figure Skating Club and in the U.S. Figure Skating Association for the 2010-2011 season.

There are four types of membership at BCLFSC:

- ◆ **Home Club/Full Membership:** For skaters whose primary membership is at Braemar.
- ◆ **Associate Membership:** For skaters whose primary membership is at another USFS club, but who wish to skate on Braemar ice.
- ◆ **Sustaining Membership:** For USFS officials, Braemar professionals, Braemar alumni/collegiate, parents, Board members and club supporters.
- ◆ **Junior Club Membership:** For skaters (ages 4-18) who would like to want to do more than City Classes.
- ◆ **Off-Ice/Facilities Annual Usage Fee:** For skaters from other clubs who wish to use the Braemar ballet room and off-ice equipment.

Each type of membership has a different annual cost, associated skating privileges and responsibilities:

1. **Home Club/Full Membership**

Cost: \$110 for the first family member, \$98 for subsequent family members. (Includes USFS membership)

Privileges:

- ◆ First priority for contracting ice sessions, eligible to buy on to sessions and be billed.
- ◆ Eligible to participate in synchronized team skating, exhibitions, club ice show.
- ◆ Eligible to use the off-ice facilities at the rink.
- ◆ Can vote at the general meeting if over 16 (parents may vote if skater is under 16).
- ◆ An adult or college skater who wishes to maintain a Home Club membership is exempt from all mandatory requirements.

Responsibilities:

- ◆ Each skater must have a Braemar Professional.
- ◆ Each skating family will support the annual ice show by having tickets billed to the families account (one block of 10 tickets per family only; 5 Adult & 5 Child).
- ◆ Skaters are required to contract for (2) ice sessions per week during the fall, winter, spring and summer contract periods. **Reminder:** Ice session times can be dropped by November 1st for Dec, Jan & Feb and again by Feb 1st for March, April & May to accommodate conflicts that may arise during the contract period. Ice sessions can be added at any time.
- ◆ **Ice Monitoring Requirement:** All Home Club member families will be required to ice monitor an ice session (3) times per each (3) month period which are as follows: (Sept, Oct, Nov), (Dec, Jan, Feb) and (March, April, May) or pay a buy out fee of \$30.00 per each (3) month period for a total of \$90.00 if a family chooses to NOT ice monitor. Please refer to the “Ice Monitoring Commitment” information attached for complete details or the club website at www.braemarfsc.org.
- ◆ **Volunteer Requirement:** All Home Club member families are required to provide a minimum of six (6) hours of volunteering in any combination of the McCandless Skate Competition, the Annual Ice Show and designated board projects each membership year (July 1 – June 30). Failure to meet the volunteer requirement will result in a \$90 fee assessment.

2. **Associate Membership**

Cost: \$90 (Membership cost will NOT be pro-rated if a skater joins the club mid-season).

Privileges:

- ◆ Second priority for contracting ice sessions, eligible to buy on to sessions and be billed.
- ◆ Eligible to participate in synchronized team skating, exhibitions, club ice show.
- ◆ Eligible to use the off-ice facilities at the rink.

Responsibilities:

- ◆ Each skater must have a Braemar professional.
- ◆ Each skater must maintain membership in the USFS as a home club member at another club, or as an independent member.
- ◆ Associate members and their families are encouraged to support Braemar by volunteering.
- ◆ Each skater choosing to participate in the ice show will be billed for a block of 10 tickets (5 Adult & 5 Child).
- ◆ All Associate member families who are contracted for ice sessions will be required to ice monitor an ice session (3) times per each (3) month period which are as follows: (Sept, Oct, Nov), (Dec, Jan, Feb) and (March, April, May) or pay a buy out fee of \$30.00 per each (3) month period for a total of \$90.00 if a family chooses to NOT ice monitor. Please refer to the "Ice Monitoring Requirement" information attached for complete details or the club website at www.braemarfsc.org.

3a. **Sustaining Membership – Alumni**

Cost: \$45 (Includes USFS membership)

Privileges:

- ◆ An Alumni/College skater who has been a Home Club member at Braemar can buy on during their breaks during the Fall/Winter/Spring contract period.
- ◆ Alumni/College members that wish to contract and/or skate regularly during the regular school year need to renew as a Home Club/Full Member.

3b. **Sustaining Membership – Alumni – 4 year**

Cost \$100 (Includes USFS membership for 4 years)

Privileges:

- ◆ An Alumni/College skater who has been a Home Club member at Braemar can buy on during their breaks during the Fall/Winter/Spring contract period.
- ◆ Alumni/College members that wish to contract and/or skate regularly during the school year need to renew as a Home Club/Full Member.

3c. **Sustaining Membership – Professional**

Cost: \$45 (Includes USFS membership)

Privileges:

- ◆ Only Braemar professionals may use club ice for lessons, etc.
- ◆ Coaches must submit a copy of their insurance along with their membership renewal.
- ◆ Coaches must do their Coach renewal thru USFS before their Braemar membership will be processed.

3d. **Sustaining Membership – Parents, Club Supporters, Braemar Board Members**

Cost \$45 (Includes USFS membership)

Privileges:

- ◆ There are no ice privileges associated with this type of membership.

Responsibilities:

- ◆ Braemar Board members are required to maintain sustaining membership with the club during their tenure on the Board.

3e. **Sustaining Membership – USFS Officials**

The club covers the cost of USFS membership for all officials and judges whose home club is Braemar.

Privileges:

- ◆ There are no ice privileges associated with this type of membership.

4. **Junior Club Membership**

Cost \$55 per year (membership runs July 1 to June 30th)

The Junior Club Program is intended for skaters (ages 4-18) who would like to do more than “City Classes”.

Privileges:

- ◆ May skate or buy on to any of the designated Jr. Club sessions (see the website www.braemarfsc.org for the listing of Jr. Club sessions).
- ◆ Eligible to use the off-ice facilities at the rink.
- ◆ Not eligible to test.
- ◆ Age 4-12 eligible to compete at USFS Basic Skills Competitions. Ages 13-18 NOT eligible to compete at USFS Basic Skills Competitions.
- ◆ Cannot compete with a synchronized skating team at a qualifying competition such as Midwesterns. Can compete with a synchronized skating team at non-qualifying events.

Responsibilities:

- ◆ Each skater must have a Braemar Professional.
- ◆ All Junior Club member families who are contracted for ice sessions will be required to ice monitor an ice session (3) times per each (3) month period which are as follows: (Sept, Oct, Nov), (Dec, Jan, Feb), (March, April, May) and (June, July, August) or pay a buy out fee of \$30.00 per each (3) month period for a total of \$120.00 if a family chooses to NOT ice monitor. Please refer to the “Ice Monitoring Requirement” information attached for complete details or the club website at www.braemarfsc.org.

5. **Off-Ice Annual Usage Fee**

Cost \$50 (does not include USFS membership)

Anyone who is not a Home Club or Associate member at Braemar and wishes to use any of the off-ice facilities at the rink (ballet room, Pilates machine, off-ice harness) or contract for services with Lisa Zamarippa or any other off-ice specialist associated with Braemar must pay an annual fee to the club to cover maintenance of the facilities.

Privileges:

- ◆ There are no ice privileges associated with this type of membership.

Completed forms and payment must be mailed to the PO Box indicated on the membership form and received by **June 19, 2010**, in order to complete the renewal process by the June 30, 2010 deadline. Incomplete forms will be returned and will delay processing of the renewal.

Questions should be directed to membership@braemarfsc.org. Thank you!

2010-2011 Braemar-City of Lakes Figure Skating Club

Ice Monitoring Requirement

(Home Club, Associate and Junior Club Members)

Please review these (2) pages carefully. You will be asked to sign that you have reviewed and understand the Ice Monitoring requirement on your membership form.

The Braemar-City of Lakes Figure Skating Club is an entirely volunteer-run, non-profit organization. Without the active, continuing support of its skating members and the parents of its skating members, the Club cannot provide the facilities and services the skaters and Club Professional need.

Having all ice sessions monitored is extremely critical to the financial health of our club by making sure all skaters are checked in and all skaters who buy on are recorded. The ice monitor also helps save valuable time for the skaters and professionals by playing the music and last but not least, being there in case of a medical emergency. **Therefore, it is a requirement this year that all Home Club, Associate and Junior Club member families who are contracted for ice sessions need to ice monitor an ice session (3) times each (3) month period which are as follows: (Sept, Oct, Nov), (Dec, Jan, Feb), (March, April, May) and (June, July, August) or pay a buy out fee of \$30.00 each (3) month period.**

If you choose the buy out option and prefer **NOT** to perform any ice monitoring duties, please include a check for \$90.00 with your Home Club, Associate or Junior Club membership forms and write “monitor buy-out” in the memo section of your check. This will relieve you of any ice monitoring duties for September through May.

Other guidelines to follow in order to receive your credit:

- Rink monitors are volunteer parents of a BCLFSC skater or a BCLFSC skater who is at least 15 years old.
- New BCLFSC member families may want to schedule their ice monitoring sessions for the later part of the (3) month period in order to observe the ice monitoring process.
- There is no carry over from one (3) month period to the next and the buyout fee is NOT prorated.
- It is required that your entire monitoring requirement be fulfilled each (3) month period. If at the end of the (3) month period you have not fulfilled your COMPLETE commitment, you will be charged the FULL buyout fee.
- Members can monitor any ice session. It is not necessary for an ice monitor to monitor a session only when their skater is on the ice.
- **VERY IMPORTANT:** You must sign the “Rink Monitor Sheet” on the “Monitor Signature” line as you check skaters in for the session you are monitoring. The signature MUST be legible and also write your skaters name if the last names are different. **If you do not sign the “Rink Monitor” sheet or we cannot read the signature, you will NOT receive credit. No exceptions!**
- You MUST perform all duties for the entire session. (For example: You will not receive credit if you help check skaters in but do not play music.)

➤ **Complete Ice Monitoring Duties and Music Playing Procedures** will be provided on the website at www.braemarfsc.org for your review prior to arriving for your session as well as contact information in case questions arise. Ice Monitoring Duties and Music Playing Procedures are also located at the rink in the Ice Monitor Supply bin which is either located in the coaches room or outside the East rink locker room when ice is in session. Look for the green laminated sheets.

➤ **Sign up procedures are as follows:**

1. On the **15th of the month prior** to the beginning of each 3 month period a monitor schedule will be posted on the bulletin board outside of the locker room. It is your responsibility to make time to schedule your ice monitor sessions.

August 15th monitor schedule posted for Sept, Oct, Nov

November 15th monitor schedule posted for Dec, Jan, Feb

February 15th monitor schedule posted for March, April, May

2. Fill your name in the time slot that is most convenient for you. **Sign up is on a first-come, first-serve basis.**
3. The Ice Monitor schedule will remain on the bulletin board outside the locker room for the entire (3) month period in case you need to add to and/or change your chosen sessions.
4. Once you have signed up, you are responsible for your assigned session. If you can't make your assigned session it is your responsibility to find your own substitute to agree to sign your name and monitor the session so you receive credit or please cross your name off the sign up sheet so that someone else has the opportunity to take the spot. If the substitute does not show up you will still be responsible to make up your missed session. If you do not make up your session, you will be billed for the full buy out fee of \$30.00.

NOTE: The ice monitor coordinator is not responsible for handling schedule changes.

5. If you are in the stands and no monitor is present, PLEASE step forward and monitor the session.

Please direct questions to icemonitor@braemarfsc.org.

Volunteer Requirement

Our club requires the volunteer efforts of every family for continued success in our Braemar-McCandless Skating Competition, our Annual Ice Show, and Board-designated projects.

All Home Club Member Families are required to provide a minimum of six (6) hours of volunteering in any combination of the Braemar-McCandless Skating Competition, the Annual Ice Show and Board-designated projects each membership year (July 1 – June 30). Failure to meet the volunteer requirement will result in a \$90 fee assessment.

Home Club Member Families track their hours worked on a Volunteer Form. That form must be signed by the committee chairs of the Braemar-McCandless Skating Competition, the Annual Ice Show and Board-designated projects. Once signed, the Volunteer Forms are submitted to the Volunteer Chair.

Volunteer hours will be prorated hourly. For example, if you only volunteer for 4 hours, you will be billed \$30.

Note: For the 2010-11 membership year, volunteer hours worked at the Braemar-McCandless Competition, June 25-26, 2010, will be counted.

**2010-2011 Braemar-City of Lakes Figure Skating Club
Associate Club Membership Application**

Cost: \$90 per year

Skater's Name: _____ USFS # _____

Home Address: _____ Home Phone: _____

City: _____ State: _____ ZIP Code + 4 _____

Birth Date: _____ Male Female EMAIL: _____

School: _____ School District: _____

Mother's Name: _____ Work Phone: _____ Cell Phone: _____

Father's Name: _____ Work Phone: _____ Cell Phone: _____

Billing Address(if different from home address): _____

Test Level: (Please indicate the highest level USFS test passed)

Freestyle: _____ Moves: _____

Dance: _____ Pairs: _____

Braemar Professional:

Name: _____ Signature (required): _____

The undersigned agrees to abide by the rules of the Braemar-City of Lakes Figure Skating Club ("BCLFSC"), and United States Figure Skating, as set forth in the latest edition of the USFS Rulebook; to pay all club bills incurred by the skater by the 30th day of the month; to pay any expense incurred as a result of attempting to collect any monies owed to BCLFSC; to allow the skater's name, image and associated accomplishments to be featured in press releases on the BCLFSC website and in the BCLFSC newsletter to recognize the skater and to promote the BCLFSC.

The undersigned has reviewed and understands the **Ice Monitoring Requirement** provided in the membership application information or on the website at www.braemarfsc.org :

Signature: _____ Date: _____

(signature of parent or guardian if skater is under 18 years of age)

Completed renewal forms (including the Medical Emergency and Waiver form & the Excellence Agreement form) and check payable to **Braemar-City of Lakes FSC** must be sent to:

Membership Coordinator
Braemar City of Lakes FSC
PO BOX 390301
Edina, MN 55439-3001

(Must be postmarked by June 19, 2010)

2010-2011 Braemar-City of Lakes Figure Skating Club MEDICAL/EMERGENCY INFORMATION FORM

I understand that figure skating and its related activities may be hazardous, and that injuries may occur in the normal course of participation. I assume all hazards and risks to me and to my child, and will not hold the City of Edina or the Braemar-City of Lakes Figure Skating Club responsible for any injuries.

I certify that, to the best of my knowledge, neither my child nor I have any physical infirmities or limitations to prevent our participation in figure skating or any related activities, except as follows:

*(List above any conditions, **including allergies**, of which you are aware)*

In case of emergency, the Braemar-City of Lakes Figure Skating Club has my permission to give emergency treatment, and to transport my child to an appropriate medical facility. I am responsible for all expenses resulting from treatment and/or transportation.

Signature: _____ Date: _____

Physician's Name: _____ Phone: _____

Dentist's Name: _____ Phone: _____

Orthodontist's Name: _____ Phone: _____

Preferred Hospital: _____

Medications: _____

NEW Members Only

This form must be signed by two current adult Braemar-City of Lakes Figure Skating Club members to support your application for membership.

I recommend this skater for membership in the Braemar-City of Lakes Figure Skating Club:

Signature: _____ Date: _____

Signature: _____ Date: _____

BRAEMAR-CITY OF LAKES EXCELLENCE AGREEMENT

To: My Fellow Club Members, Coaches & Parents

From: _____ (skater's name)

As my commitment to all the skaters at the Braemar Club becoming the best that they can, I agree to abide by the Club's On-Ice Conduct and Safety guidelines as follows:

1. The following behaviors are NOT allowed and may result in loss of permanent ice or expulsion from the club:
 - a. Foul language (this rule also applies to parents or guests of skaters)
 - b. Eating or chewing gum while on the ice
 - c. Kicking or damaging the ice surface
 - d. Sitting or lying on the ice
 - e. Purposely blocking or obstructing other skaters
2. Members skating their programs will wear a vest or other identifying clothing as required by the Club. These skaters will have Right of Way over all other skaters on the ice.
3. Skaters on the ice are expected to be moving at all times. If you are stretching or receiving instructions from a Professional, you may stand at the boards briefly. All other activities must be conducted off the ice.
4. No stretching in which the free leg is away from the boards and projecting away from the boards is permitted.
5. Any problems should be reported to the Professionals and Ice Monitor immediately. The Ice Monitor has the authority to resolve all issues or disputes occurring during the session.
6. Skaters in violation of these rules can be removed from a session, and no refunds shall be made.
7. Skaters are to respect all coaches, and if asked to comply with these rules shall do so immediately.
8. Skaters must understand the flow patterns of the Club sessions, and know the location of the "Lutz Lanes" and "Spin Circles" and agree to skate accordingly.
9. Skaters will treat all other skaters with respect.

I promise to all my friends, coaches and fellow club members to abide by these rules, to do my best to help everyone reach their own goals, and to be supportive of these goals even though they may differ from my own.

Skater: _____ Coach: _____

Parent/Guardian: _____ Parent/Guardian: _____