

**FINAL**  
**Braemar-City of Lakes FSC Board Meeting Minutes**  
**Tuesday, July 20, 2004**

President Mark Ahmann called the meeting to order at 6:50 p.m.

Members present were Mark Ahmann, Randy Jernberg, Darren Keenan, Kathy Lingofelt-Meyers, David Litteken, Deb Regan, and Lisa Schurch. Members absent were Margo Brownell, Laura Knowles, Tom Regan and Jane Sutton. Also present was Todd Price.

Secretary s Report

The June 8, 2004 minutes were approved (MSP (Motion, Second, Passed)).

Membership

Mark presented a list of potential new members that he received from Jean Buller:

- " Kahlee Griffey (Home)
- " Kaitlyn Hoke (Associate)
- " Amelia Krug (Home)
- " Ida Lewis (Home)
- " Nina Setala (Home)
- " Emma Swenson (Home)
- " Rachel Yang (Home)

Approved by directors pending Joan s review (MSP).

Software Update

Implementation of the new software is going well. The directors discussed the small amount of feedback received on the bills generated by the new billing system. Kathy reported that additional items will be added to future bills (e.g, a due date, the month that the bill covers). The September bill also will include a skater confirmation sheet listing all of the sessions contracted for on each day of the week.

New Business

Deb raised the issue of leasing dasher board space in the East Arena to support the synchronized team skating program. Discussion was held concerning the issue, and the directors were in favor of the idea and requested a proposal of how the funds would be split. Deb will submit a proposal regarding how the funds will be designated between the arena, the club and the synchronized skating program.

Todd Price joined the meeting to submit a proposal to buy a new fishing pole jump harness. The directors approved purchase of a new harness for \$595 plus shipping costs (MSP). Todd also submitted a proposal to purchase video analysis training software. He will contact Margo and Joan regarding scheduling a coaches meeting to get feedback on this issue. Todd then left the meeting.

Darren raised the issue of new skating registration software for McCandless. He will research software to support the McCandless competition and submit a proposal at a later meeting.

## Planning

The directors then took the topics identified at the June Board meeting and decided upon 5 priorities for the year:

The first priority is to get recurring events on the Board calendar (e.g., when Governing Council Delegates should be chosen) as a guideline for the Board to follow. Mark will maintain the calendar, and anyone with calendar events will contact Mark.

The second priority is to get policies and procedures in place. Tom and Deb will form a committee with wide representation and/or input to accomplish this task.

The third priority is parent communication. The directors discussed different ways to increase parent communication, including a President's Corner in the SPIN. Margo offered to help with this issue before the meeting. Mark will discuss the idea of a President's Corner with Diane Erickson, editor of SPIN.

The fourth priority is new member communication. The directors discussed different ways to improve new member communication, including a Welcome folder that included a Frequently Asked Questions page and our Policies and Procedures when they are completed. Mark will discuss this issue with Margo and Diane as part of parent communication.

The fifth priority is hosting a major competition. Deb reported that Jane Chaffee is going to put together the bid proposal for Braemar to host the 2007 Synchro Midwestern competition. Deb will ask if she would be interested in putting together similar information for a bid for an individual competition. David Litteken would assist with the bid.

Another topic identified at the June meeting involves getting the coaches' pictures displayed at the arena. Darren will ask Brian Johnson to build a display frame for the pictures.

The directors also discussed a summer clinic for 2005. The directors all support hosting a clinic.

NEXT MEETING DATE: Tuesday, September 21<sup>st</sup>  
No meeting on August 17<sup>th</sup>

FUTURE MEETING DATES: Tuesday, October 19<sup>th</sup>  
Tuesday, November 16<sup>th</sup>

Meeting was adjourned at 8:50 p.m.

Respectfully submitted,

Deb Regan