

**FINAL**

**Braemar City of Lakes FSC Board Meeting - November 20, 2007**

Braemar Arena Conference Room

Topic	Discussion	Decisions & Actions
Called to Order	Evelyn Bone	6:50 PM
Members Present	Bone, Johnson, Larson, Matos, Ernst, Bork, Orvis, Swenson, Keller, Smalley	
Members Absent	Campbell, Voltz	
Guests	Kelly Bocklund, Susan Miller	
Secretary's Report	October 16 minutes presented	Motion to approve with corrections, second, motion carried
President's Report		
Monthly presidents call in meeting with Pat St. Peter	<p>Feedback from 2008 Regional Championships: IJS used on 2 rinks Wednesday and Thursday. Clubs need to communicate to members about IJS. One needs to fill out the program plan sheets in advance. It helps the caller to know what the skater is trying to do so the skater can earn the points they are trying to earn.</p> <p>Coaches must renew USFS and/or PSA membership. Coaches need to know the IJS and need to attend the meeting at the competition.</p> <p>USFS Board met October 28 &amp; 29. Will discuss proposed rule change for collegiate synchro program length to be same as Junior program. Will also be discussed at Governing Council.</p> <p>Coaches education requirement starting 7/01/2008. Education will be on IJS and test rules. All coaches need 3 credits. Coaches at qualifying competitions need 4 credits. One and a half years to fulfill requirements before penalty. Can do it on line.</p> <p>IJS at Juvenile and Intermediate: They will propose different features for these levels to encourage mastering basic skills first.</p> <p>Singles Committee: No change in Moves in the Field. Changes will be proposed and voted on in Governing Council.</p>	
LuJean Frick passed away.	She was skating judge and her daughter is a skating judge. BCLFSC needs to send flowers. LuJean was incredibly supportive.	
Coaches Report	Have one person for background check.	
Team Coordinator for synchronized skating	All 3 teams competed at St. Cloud. All 3 teams will compete at Maplewood Classic.	

Ice Coordinator

Several skaters have reduced number of sessions. Many skaters impacted by dropped sessions have called. Clarified that options are to buy on or choose another session to contract.

To contract ice, one must be a member of USFSA for insurance.

Rhiana Brammeier, AJ Moghaddam, Annalisa Tester and Meredith Song are requesting to cancel their Full membership. Proposal: Their membership type will be changed to Sustaining as of December 1, 2007, with no refund on membership fee and they are responsible for the full cost of their contracted ice obligations through November 30, 2007.

Sustaining members have no skating privileges at Braemar through June 30, 2008.

Motion by Keller to grant the request from Rhianna Brammeier, AJ Moghaddam, Annalisa Tester and Meredith Song to cancel their Full membership. Their membership type will be changed to Sustaining as of December 1, 2007, with no refund on membership fee and they are responsible for the full cost of their contracted ice obligations through November 30, 2007. Sustaining members have no skating privileges at Braemar through June 30, 2008. Seconded by Larson. Motion carried.

Ernst: Send letter to Rhianna Brammeier, AJ Moghaddam, Annalisa Tester and Meredith Song to inform them of the board decision concerning changing their Full memberships to Sustaining memberships.

Ice changes in December are in the calendar posted on the web site Kim Osmundon has identified ice monitors for 24 of 37 sessions each week. Proposal that Kim call parents of skaters in open sessions plus draft an email for Evelyn to email blast to members. List posted on volunteer bulletin board. Doris says no ice monitor is needed for 5 sessions per week at 2:15. Leaves only 8 sessions not covered.

Membership

Need updated membership list for several uses. Latest list available is from September.

Policies and Procedures

Need to get electronic copies. Actions outstanding on updates.

Testing Committee

Next sessions November 28 and December 12.

Junior Club

Rosie is now the contact on the web site for the Junior Club.

Volunteer Coordinator	Proposal that we write and approve a formal role description for the Volunteer Coordinator position and that it continue to be a Board member. Draft version of role description presented by Phil Ernst and Lez Bork. Includes drafting proposed policy and procedures on mandatory volunteer hours for summer contract. Lez Bork appointed Volunteer Coordinator, will continue with Phil and small team to build out Volunteer Manual, including role descriptions, bring to Board for approval.	
Finance Committee Report	<p>Questions last month on Professional Fees. Tim did a review and analysis, distributed results. Conclusion and consensus was everything was in line with expectations.</p> <p>Officers and Directors Liability Insurance: just renewed on October 16. Received quotes that look lower for next year. Table until next spring.</p> <p>Distributed P&amp;L for ice. Loss this month, discussion conclusion was that December buy ons will cover loss.</p> <p>Discussion on lack of income from McCandless. Used to raise up to \$20,000, made \$29 last year.</p>	
Advertising	Phil Ernst submitted ads for Midwesterns, St Cloud and Duluth Discussion on placing a Club ad in program for Nationals. Conclusion to not spend the \$1,500.	
Newsletter	Newsletter published. Prashant changed info email address on web site to forward to Kendra Smalley.	
Web Site Content Caretaker	Position open, Evelyn sending changes to Prashant as she sees them or people bring them to our attention. Contract updated.	
Fund Raising	Sold 10 Blankets to date. Jackets handled by Kelly. Noodles dine out fund raiser for synchro raised about \$300.	
TCFSC	Reviewed assignments for exhibitions at Wells Fargo rink	
Ice Show	<p>Susan Miller volunteered to chair show party</p> <p>Theme: "Take Me There SS Braemar."</p> <p>Committee has met.</p> <p>Proposed changes to Policies and Procedures concerning Ice Show solos, pairs and trios.</p>	<p>Motion by Keller to accept proposed changes, seconded, motion carried</p>

		Ernst: Make changes and post revised version of policies and procedures on web site before Solo applications deadline.
Skater Recognition	Open, no activities, add this position to Volunteer Management list Have banner for Alex, need to get banner for Sage and Malcolm. Club needs to recognize Sage and Malcolm Kelner at Junior Nationals next week.	Ernst: Western Union telegram to Sage and Malcolm at Salt Lake City hotel from BCLFSC
Dasher Board	Doris looking into offering advertising on dasher boards in East rink to advertisers on dasher boards in other 2 rinks. Larry decided that 2008 Nationals dasher board ad was advertising and would require fees. Decision to not pay to post USFSA dasher board banner not yet posted by Braemar Arena staff. Doris to follow up with Larry. Doris has found 48x96 vinyl banner "Home of BCLFSC." with USFSA logo. \$128	Motion by Swenson to purchase vinyl club banner, Keller seconded, motion carried.
Club Photo	On a disk.	
Competitions	McCandless: Mary Lindell has worked to identify and call volunteers. Has filled many. Still need role description  Laura Considine identified as potential Chairperson, Cindy Hiegel, last year's chairperson, will Mary Lindell and Lez Bork working to write role descriptions for all McCandless roles. Contact Darrin Keenan and Cindy Hiegel for information.	Ernst: Call Lousia to request USFA sanctioning for McCandless.
Next meeting	3rd Tuesday, several Board members not available December 18	Evelyn will decide if there will be a December meeting based on number of agenda items.
Meeting Adjourned		10:05 PM
Revised 12-18-2007		