

June 1, 2011

Dear Braemar-City of Lakes Figure Skating Club members:

**RE: 2011-2012 BCLFSC Membership Renewal – June 25, 2011 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 2011 - 2012 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 further pursue skating beyond the City Class. This membership is limited to a maximum of two years.
- ◆ **Off-Ice/Facilities Annual Usage Fee:** For skaters from other clubs who wish to use the 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: \$120 for the first family member, \$100 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 and spring contract periods. **Reminder:** Ice session times can be changed on November 1<sup>st</sup> for Dec, Jan & Feb and again on Feb 1<sup>st</sup> for March, April & May to accommodate conflicts that may arise during this contract period.
- ◆ **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), (March, April, May) and (June, July, Aug) or pay a buyout fee of \$30.00 per each (3) month period for a total of \$120.00 if a family chooses to NOT ice monitor. See the "Ice Monitoring Commitment" information attached for complete details or the club website at [www.braemarfsc.org](http://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).
- ◆ **Ice Monitoring Requirement:** 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), and (June, July, Aug) or pay a buyout 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](http://www.braemarfsc.org).

3a. **Sustaining Membership – Alumni**

Cost: \$55 (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 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: \$55 (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 \$55 (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 \$60 per year (membership runs July 1 to June 30<sup>th</sup>)

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](http://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.
- ◆ **Ice Monitoring Requirement:** 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, Aug) or pay a buyout fee of \$30.00 per each (3) month period for a total of \$1200.00 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](http://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 the Usage Fee.

Completed forms and payment must be mailed to the PO Box indicated on the membership form and received by **June 25, 2011**, in order to complete the renewal process by the June 30, 2011 deadline. Incomplete forms will be returned and will delay processing of the renewal.

Questions should be directed to [membership@braemarfsc.org](mailto:membership@braemarfsc.org). Thank you!

# Braemar-City of Lakes Figure Skating Club **Ice Monitoring Requirement**

(Home Club, Associate and Junior Club Members) Please direct questions to [icemonitor@braemarfsc.org](mailto:icemonitor@braemarfsc.org).

Please review this 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, Aug) or pay a buyout fee of \$30.00 each (3) month period.** If you choose the buyout option and prefer NOT to perform any ice monitoring duties, please include a check for \$120.00 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 August. 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 to monitor a session only when your 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](http://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 **15<sup>th</sup> of the month prior** to the beginning of each 3 month period a monitor schedule will be in the front of the ice monitor book. It is your responsibility to make time to schedule your ice monitor sessions.
    - August 15<sup>th</sup>** monitor schedule posted for Sept, Oct, Nov.
    - November 15<sup>th</sup>** monitor schedule posted for Dec, Jan, Feb.
    - February 15<sup>th</sup>** monitor schedule posted for March, April, May.
    - May 15<sup>th</sup>** monitor schedule posted for June, July, August.
  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 be in the ice monitor book 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.

## 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.

**2011-2012 Braemar-City of Lakes Figure Skating Club  
Sustaining Membership Application**

- Official – no charge
- Braemar Professional - \$55
- Parent/Board Member/Club Supporter - \$55
- Alumni Skater - \$55
- Alumni Skater 4 year - \$100

Name: \_\_\_\_\_ USFS # \_\_\_\_\_

Home Address: \_\_\_\_\_ Home Phone: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP Code + 4 \_\_\_\_\_

**EMAIL:** \_\_\_\_\_

Billing Address (if different from home address): \_\_\_\_\_

**Test Level for Alumni skaters (Please indicate the highest level USFS test passed):**

Freestyle: \_\_\_\_\_ Moves: \_\_\_\_\_

Dance: \_\_\_\_\_ Pairs: \_\_\_\_\_

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.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Coaches must submit a copy of their insurance along with their membership renewal. Completed application forms 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 25, 2011)**