



**SCFSC Board Meeting Minutes**  
**June 19, 2017**  
**Vaverek Home**

**Board Members Present:** Beth Donnelly, Carol Thelen, Crista Mrozek, Gabriela Juarez, Janelle Honer, Kim Vaverek,, Patti Clymer, Paula Wavrin, and Lisa Stang

**Absent:** Kaycee Eiyneck, Sam Parker, Debbie Timm, Sonja Torborg

Carol Thelen called the meeting to order at 6:34 p.m

Carol wanted to be sure it was recorded in the May minutes that the board approved (via email) the hiring of Lori Stuart as SCFSC Freestyle Program Director at a stipend of \$6,000 for 2017-18. The vote was 8-1-1 (Yes-No-Abstain).

May meeting minutes were reviewed. Crista Mrozek made a motion to approve May minutes. A second was made by Gabriela Juarez and all board members approved.

**Gratitude:**

There were many things that members were thankful for:

- LTS program is functioning well
- Sports engine in well received
- President/Carol is doing a fabulous job
- Communication is great
- Paula has had amazing attendance
- VP/Crista has been a strong support
- Thank you to Kim Vaverek for her hospitality!

**Reports:**

- Attendance
  - ✓ Summer X-Skate numbers - 15 High, 11 Low 26 total. Potential for x-skate beginning in the Fall – 7 more additional skaters.
  - ✓ Summer LTS Skaters - 25
  - ✓ Jump class had 13 skaters, Choreography class is at 10. There was lots of positive feedback about jump class.
  - ✓ Ice Monitor - # number of skaters each session - 6/6-12, 6/7-14, 6/8-16, 6/9-18, 6/12-15, 6/13-13, 6/14-10, 6/15-10

- Financials
  - ✓ Bank Account balance as of May 31, 2017 - \$84,447.44
  - ✓ Fundraising Credits owed to families total approximately \$1,214.00
  - ✓ Off-line balances owed to club by about 15 different families is approximately \$2,949.00
  
- Learn to Skate
  - ✓ Janelle asked for feedback coaching hourly pay rates – she suggested LTS coaches in High School-\$12/hr, LTS Coaches graduated from High School-\$13/hr. Board members agreed with the hourly rate change. With this change, LTS will still need to stay within budget numbers for coaching fee's.
  - ✓ Janelle asked about ordering LTS Coaching Jackets would be club owned - Cost would be around \$100. Coaches would wear, but they would be club property. The old ones are outdated. This is on HOLD for now as we are looking into updating the club logo and working on an apparel contract.
  
- Volunteer Hours
  - ✓ Some families weren't aware that they needed to volunteer
  - ✓ Concern that there are more hours than the families to cover the volunteering
  - ✓ For Basic Skills competitions, maybe more LTS parents could volunteer
  - ✓ We will discuss this more at next month's meeting.

## Old Business:

- Profit/loss – Budget July – May 2016
  - ✓ Question about where minicamp was credited
  - ✓ Question about why is expense for flowers greater than the income?
  - ✓ At the end of May 2017 – the club has approximately \$81,000 in reserves
  - ✓ There was a discussion and VOTE on percentage of operating budget that should remain in reserves. The board voted that a minimum of 25% of the clubs operating costs must remain in reserves. The clubs current annual operating costs are approximately \$185,000 (not including individual fundraising). Currently, a minimum of \$46,250 must remain in reserves. Motion was made by Gabby Juarez, seconded by Crista Mrozek. Motion passed.
  
- Financial Administrator
  - ✓ Sports Engine has minimized the position responsibilities.
  - ✓ Job description for the position was approved, but add that the FA needs to be at ice show signup and Friday Dress rehearsal of ice show.
  - ✓ Suggestion -Treasurer should be more involved in budgeting.
  - ✓ Treasurer should download QuickBooks monthly to a flash-drive.
  - ✓ More than one person should be reviewing QuickBooks and the Bank Account. We will add the new Treasurer to have online access to the bank account. Moving forward – the Treasurer, Carol, Crista and Kaycee all have access to the bank account. They each are listed as signers.
  
- Marketing Publications
  - ✓ Sonja took care of most of this
  - ✓ We should let this person decide if they want the ice time or \$500
  - ✓ We may have paid for this software, and could copy it
  - ✓ Sonja may be interested to do this for another year
  - ✓ Someone could be trained by her to take it over

- Testing – there are no available ice times to test in August. The next SCFSC test date will be at the GCC.

### **New Business**

- Curtains and backdrop - We have one option for around \$10,000 for curtains. We will do more research and also seek some grant funding to help cover costs.
- Logo – there was discussion to update our club logo. We will look into this and have some options by the next board meeting.
- Parade - St. Joseph on July 4, 8:30 line-up, starts at 10 am, lasts 4 hours
- Computer - discussion began about purchasing a new one as the current club computer is slow. This was tabled.

Beth Donnelly made a motion to adjourn the meeting at 7:30 pm. A second motion was made by Paula Wavrin and all board members approved. Motion passed.

**The board finished the meeting with a Board Social.**