

Potsdam Figure Skating Board Meeting
August 28, 2022

Attendance:

Lisa Cardinal, President
Cara Adams, Secretary
Christy Scheening
Carolyn Zanta
Badra Rouhi

Bamby Cooper- Frank, Vice President
Cassie Hayes, Treasurer
Stephanie Barstow
Sue Barrett

Agenda:

Meeting was called to order at 6:30pm via Zoom.

Secretary Report –

Minutes were sent to the Board for June 15 and August 7th. Cassie asked about the April and May minutes. Bamby was looking for the minutes. While she was looking Lisa moved onto the Treasurer Report.

Treasurer Report –

Cassie discussed the July Treasurer's Report that was sent to the Board. Total expenses for July were \$1,083.20 which consisted of the USFS yearly registration expenses, yearly zoom fee, purchase of printer ink and iPad lease. Total revenue for July was \$64.90 for a reimbursement of a coaches registration and interest. Ending balance for July is \$31,771.27.

Cassie reported on the following other bank accounts.

Savings account- \$4,675.79
Shoot Stars- \$3,577.29
Rainbow Connection- \$4,353.90
Mystic Ice- \$381.18

Cassie stated that there are four CD's at Seacomm that have been voted to be consolidated but have not been consolidated. The total amount is between \$8,000-\$9,000. Cassie will report on them next month.

Motion to approve the July Treasurer's Report by: Carolyn

Seconded by: Badra

All in Favor (Aye): All

Any opposed (nay): None

Motion carries

Secretary Report:

Motion to approve the June 15th Secretary Report (minutes) by: Bamby

Seconded by: Cassie

All in Favor (Aye): All
Any opposed (nay): None
Motion carries

Lisa made a few suggestions to the August 7th Secretary Report.

1. The payments to Gray and Gray are current, the issue is with the taxes. Adding that Gray & Gray are filing an appeal for the back taxes for 2018 which could take up to a year.

Cassie stated that the taxes were not completed and the penalty is \$4,000. Gray and Gray agreed to fight for a waiver of the penalty. Cassie is going to clarify the date of the taxes it is either 2018 or 2019.

2. Treasurer's Report section was left blank
3. Change wording that the Businesses received thank you cards for the ads in the show program not patron ads..
4. Change mentioning of Bre's name for the website. If applications are considered, then Bre might be interested.
5. Junior and Senior Chair are Sue and Steph. Chairmembers should be visible and at the rink during the Junior time.

Carolyn made a suggestion that it might be nice for the Board Members to have a name badge. Lisa stated that they discussed the aides wearing the coats, LTS Chairs purchased a coat last year and the Board decided that the coats were not necessary for the JR/SR Chairs since it is a smaller group.

Cassie suggested that the Board Members' pictures be put up on the Board at the rink and Sue suggested that the pictures be put up on Facebook too.

6. Clarification on the motion made about the senior gifts.

Stephanie stated that a roll call was called and should have been finished.

Cara explained what a roll call vote is when making a motion and the reason for a roll call is that every Board Member can say yes or no and will be heard. Then the vote would be the majority of the yays and nays.

Cassie stated that when something is significant then the Board needs to research it before making a motion.

After further Board discussion the Board agreed to the following for the correction to the August 7th minutes:

Badra clarified that she made a suggestion. Minutes were sent to the Board members to review from June 26, 2018 showing that a motion was made for the Collegiate Memberships would be purchased for the graduating seniors. Cassie

was going to pull the past receipts and will send them to the Board. A decision regarding the Senior Gifts will be decided at a later date.

Housekeeping-

Board Members need to complete the background check and Safesport to be Complaint. All should be completed before the next Board Meeting. If a Board Member needs to pay for a background check, send the receipt to Cassie to be reimbursed.

Lisa will be giving all Board Members the Board Agreement for them to review and sign.

Conflict of Interest Form will be sent to the Board Members to disclose any information that could cause a conflict.

Lisa asked each Board Member for permission to add their email addresses to the website. All Board Members agreed. Cassie and Cara agreed that their phone number could be added too. Lisa was going to follow up with Stephanie as she was not available when the question was asked.

Summer wrap up-

Bamby stated that the Summer School went well. She transferred \$16,354 from the Paypal Account and has one check to deposit. She stated that all payments have been received from the skaters and guest skaters.

Lisa said that the Summer Test Session was 2.5 hours with 33 tests and 23 passed.

Lisa suggested that the Board thinks about the pay scale for coaches and subs. She stated that Lauren Morley subbed during the Summer Session. She said that \$22.00 an hour is a slap in the face, when someone comes in early to help out. Lisa will send the pay scale to the Board. This will be discussed at a later date.

Cassie suggested that they increase the Coaches pay rate to make it beneficial so they do not lose coaches to private lessons.

Fall School Update (starts Monday)-

56 Junior/Seniors signed up

All but the middle session on Sunday are filled. The one hour Friday session is filled up.

43 Learn to Skate skaters are signed up with 21 brand new skaters. Aides will be needed. LTS starts Saturday, September 3rd.

Bamby will send an email to the older skaters to see if they are available to be aides during the LTS sessions.

Test Fees –

The Board discussed multiple options which included different test rates for Potsdam members and non Potsdam members, additional registration (admin) fee and two different forms for Summer and Winter test sessions.

The goal is to break even on the test sessions and not lose money. During the Summer test session the Club lost \$891.42 due to the cost of the ice rental, travel, hotel, gifts and food for the judges.

Another suggestion that was discussed was a fee for time requests or a change fee.

After further discussion the Board decided to continue to review and come up the test sessions rates. Lisa will send a spreadsheet to the Board before the meeting.

The Board scheduled a meeting for Wednesday, September 7 and 7:30pm.

The Fall Test session is scheduled for October 2nd.

Open discussion about virtual testing-

Lisa explained Virtual Testing and suggested that after the Test Session to book extra ice for the gold and international dances to be submitted for Virtual Testing.

The Board discussed the following as a benefit to Virtual Testing which included that the only expense would be the ice costs, no travel expenses for the judges, allowing higher level tests without the skater needing to travel. After further discussion the Board decided to have Jill Masuk type up additional information on the Virtual Test Sessions to be emailed to all board members. Further discussion will be at a later board meeting.

Winter Program

Brainstorm:

Adult Skating Program- The Board agreed to go forward to see if there would be interest and to see what ice time is available for an Adult Program

First Night of Skating- Sue and Cara agreed to update the Photo Booth for the first night of skating. The Board discussed investing in a backdrop and a table cloth with the PFSC name for the table.

Music Box at Cheel- The music box is left out at cheel and the student body is using it. Lisa asked for ideas on what to do with the music box. She stated that the cords have not been working. Michael is currently working

on it. Christy stated that her husband would look at systems and pricing for the club.

Start Date/Schedule: Winter season for JR/SR will start on October 6th at Cheel from 8:30pm-10:00pm.

Weekend Ice for JR/SR at Cheel:

Saturday- 8:30am-9:45am (starts October 8th)

Sunday- 7:00am-9:00am (Starts October 9th)

October 10th & October 17th- Ice At Pine Street for JR/SR

JR- 6:30pm-7:45pm

SR- 8:00pm-9:15pm

Learn to Skate will begin on October 24th with the same schedule as last year.

Monday & Friday

LTS A- 6:00pm-6:30pm

LTS B- 6:30pm-7:15pm with Pre-junior skating until 7:30pm on Fridays.

On October 24th the JR/SR times will be changed to the original times.

Monday:

JR- 7:30pm-8:45pm

SR- 8:30pm-10:00pm

Wednesday:

SR- 3:00pm-4:45pm

JR- 4:45pm-6:00pm

The Ice Rate at Pine Street is now \$95.00 per hour and the rate at Cheel decreased on September 1 to \$150 per hour.

Bamby is going to work on the Winter Application.

Christmas Exhibition-

Lisa wanted the Board to think about the idea of a Christmas Exhibition to help benefit a Charity. The Board agreed on Renewal House. Cara and Christy agreed to help put the Exhibition together. Lisa is going to get back to the Board with dates/times available.

Snowflake-

Competition will be held on December 17th.

Test Session will be held on December 18th

Lisa is going to follow up with Logan regarding longer ice time on December 18th for the Test Session.

Junior Snowflake-

Lisa is going to reach out to the neighboring clubs to see if they will be holding a LTS Competition and the Board will decide when they will hold the Junior Snowflake.

Ice Show- Idea for the Ice Show was Childhood Favorites through the Years (example Annie, Paw Patrol, etc). Music would be picked from each decade.

The Board will think of some more ideas.

Sue suggested putting on the google registration form a spot for ideas, suggestions, volunteer, etc.

Bamby stated that the handbook is going to be updated and sent out. It states that the JR/SR parents have a volunteer hour commitment.

Christy suggested having an informational meeting at the beginning of the season. .

The only Graduating Senior is Vanessa Skipka.

Follow Up (homework)-

Think about Fun Nights and Halloween Party ideas to be discussed at the next meeting.

Harness Update-

Lisa has reached out to someone in Michigan and Canada, information will be shared once she receives some.

Website-

After further discussion the Board decided to have Lisa speak with Michael regarding updating the website to fit the clubs needs and be more modern. Sue shared with the Board the website that Jill Masuk put together for the club. The Board decided that resumes should be submitted with website examples and cost.

Additional editors for the facebook account will be looked into for the next meeting.

Cassie asked for the Board to think about a family discount for 3 or more skaters. The 3rd and more skaters would be 50% off the rate. This will be discussed further at a later meeting.

Coach Gift Guidelines- Tabled for next meeting

Senior Gift Guidelines- Tabled

Clinics-

Lisa is working on three different clinics. More information will be shared at a later date.

Carolyn is going to look into sources of funds for families that are in need to help with the skating costs..

Live Barn Update- Rep is visiting Pine Street in mid September. Hopefully will have it up and running in October.

Next Meeting to discuss Test Session Rates is scheduled for Wednesday, September 7 at 7:30pm.

Next Monthly Meeting is scheduled for September 18th at 6:30pm.

Lisa asked the Board to start thinking about in person meetings to start in the Winter.

Meeting ended at 10:37pm