

Potsdam Figure Skating Board Meeting
April 14, 2024

Attendance:

Lisa Cardinal, President
Cara Adams, Secretary
Stephanie Barstow
Badra Rouhi

Cassie Hayes, Treasurer
Emily Decker
Rochelle Bullock
Sue Barrett

Agenda:

Meeting was called to order at 6:04pm in the Board Room at Pine Street Arena.

Lisa welcomed Emily Decker to the board.

Secretary Report:

Badra made a motion to approve the March Minutes with a few updates to the JV and Gold Medal pins with correct spellings.

Cassie seconded the motion.

All voted in favor.

Motion carries.

Steph made a motion to approve the Annual Banquet Minutes with adding 150 people were in attendance.

Sue seconded the motion.

All voted in favor.

Motion carries.

Treasurer Report:

Cassie reviewed the Treasurer's report for January, February and March. Final drafts will be sent once all the expenses are inputted.

Winter Wrap-Up:

Unpaid winter bill for LTS- \$287.00. Cassie will send a letter to both of the parents.

Winter bills from Pine Street Arena were just received and are being reviewed.

Winter bills from Clarkson are received and reviewed monthly.

The board discussed what to pay the Coaches for the Ice Show.

Badra made the motion to pay Danielle 2 hours, Karen 1 hour and LTS Coaches 2 hours for the Ice Show based on when their groups skated.

Cassie seconded the motion.

Abstained: Steph and Bamby

All voted in favor.
Motion carried.

Board agreed to discuss at a later date how many coaches to pay for the Production Number and implementing a requirement for Coaches to give back to the Club.

Ice Show Wrap-up:

One donated costume was received.
Final Report will be given at the next meeting for expenses and revenue.

Program Ads- Lisa is going to look it over to make sure all checks were received.

Photos- Lisa will reach out to Christy to see when they will be received and given out.

Videographer- Steph made a motion to approve a \$75.00 Sergis gift card as a thank you. Sue seconded the motion. All voted in favor. Motion carried.

The Board agreed to come up with a price if Cassandra would be willing to do the video next year.

Refunds:

\$35.00 costume/Ice Show fee was charged at the beginning of the Winter Season.

LTS Costumes and JR Costumes were ordered on the Club's Card.

Executive Session:

Cassie made a motion to enter into Executive Session at 7:26pm to discuss refunds for Costumes.

Badra seconded the motion.

All in favor.

Motion Carried.

Cara made a motion to come out of Executive Session at 8:03pm.

Badra seconded the motion.

All in favor.

Motion Carried.

The Board approved the following refunds to the Senior Costumes.

Christy- Receipt was not approved for reimbursement due to the jacket was not worn in the Senior Number

Karla- Reimbursed already. Mistake of reimbursing for the boxing gloves for the duet. \$13.61 is due back to the club.

Danielle- Reimbursement for the black tights only.

Darcie- Reimbursement for the \$35.00.

Carolyn- Reimbursement for the \$35.00.
Mitch- Reimbursement for \$18.67
Karrie- Reimbursement for \$30.15.
Sue- Reimbursement for \$34.30.
Two Senior parents did not want a reimbursement.

Collegiate Reimbursement:
Steph- \$9.00 for earrings.

Bamby made a motion to the reimbursements the above amounts to the Senior and Collegiate parents.
Badra seconded the motion.
All in favor.
Motion carried.

Senior Banners-
Board agreed to table this until next meeting. The Board wants to review the past minutes to see what was approved.

Spring School-

LTS-
A Time- 40 Skaters
B Time- 34 Skaters
Adult- 7 Skaters

JR/SR Time-
JR and SR times are both full.

Virtual Test Session- May 4th-

Looking for helpers to play music and announce.

Badra made a motion for the person who videos the test session to receive a \$25.00 per hour gift certificate.
Sue seconded the motion.
All voted in favor.
Motion carried.

Judges are requesting a check over gift certificate. Bamby is going to confirm with USFS what judges can receive.

Board discussed W-2/1099 for the Coaches- Board agreed to table this to a Summer Topic.

Makeups in General:

The Board agreed to not allow skaters to change times on the JR/SR times due to the number of skaters on the ice which could cause overcrowding.

Winter Wednesdays: JR/SR vs. Session 1/Session 2-

Cara shared with the Board Danielle's opinion with keeping the times separate for JR/SR. Due to the time of the meeting the Board decided to table the topic until the next meeting.

Pending Answers: Pine Street Insurance/ Maxcy Snowflake:

Trey is getting back to Lisa on the Insurance for the Skaters Closet. He is waiting for an answer from the Village.

Maxcy Snowflake- SUNY knows that the Club would like to hold the Snowflake at Maxcy and it is on their radar. Lisa will keep the Board posted. The board would like the Test Session and Competition to be in the same place.

Housekeeping:

Lisa informed the Board on the following-

- Left over paper products and soda/water from the banquet.

- Positive feedback on the JR/SR Picture gift.

- Positive feedback on the logo.

- Feeling funny about not giving a gift to the Aides- something to think about for the future.

Summer School:

5 Week Program starting on July 15th.

Test Session will be August 17th 8:00-3:00.

Ice will be Monday-Thursday. All levels will be offered. LTS/JR/SR.

Lisa will be reserving Ice for the skaters going to State Games of America.

Currently have:

Sunday 7/7 from 8:15pm-9:15pm.

Thursday 7/11 from 8:15pm-9:15pm

Extra ice will be divided between the skaters.

Summer Skating will be discussed at the next meeting.

Logo Merchandise-

Lisa is going to speak with Randy. This will be discussed at the next meeting.

SGA Fundraising-

The Board agreed to allow the SGA skaters to fundraise.

Lisa asked the Board to think about a Communication App to the members.

Board agreed to have the Bylaws sent out for an online vote.

Handbook- Will be done this Summer.

Website- Lisa is going to speak to Michael about an additional log in and the fee.

Virtual Test Session-

Board agreed to charge the same amount but change the logo on the form.

Volunteer Hours-

Lisa asked the Board to think about the Volunteer Hours. \$10 an hour for 10 hours?

Clinic-

Lisa is going to talk to Paul.

Organizational Meeting:

Tentative Date:

Thursday, 5/23 Meeting & Dinner. Time and location TBD.

Bamby made a motion to adjourn the meeting at 9:57pm.

Sue seconded the motion.

All in favor.

Motion carried.