

Potsdam Figure Skating Board Meeting
May 21, 2023

Attendance:

Lisa Cardinal, President
Cara Adams, Secretary
Carolyn Zanta

Bamby Frank-Cooper, Vice President
Cassie Hayes, Treasurer
Badra Rouhi

Absent: Sue Barrett, Christy Scheening & Stephanie Barstow

Agenda:

Meeting was called to order at 6:00pm in person located at Pine Street Arena in the BoardRoom.

Secretary Report –

Motion to approve the April 2nd minutes with statement removed under minutes: Carolyn

Seconded by: Badra

All in Favor (Aye): All

Any opposed (nay): None

Motion carries

Motion to approve the April 19th minutes with Summer Skating and Picture/Video update added: Bamby

Seconded by: Carolyn

All in Favor (Aye): All

Any opposed (nay): None

Motion carries

Motion to approve the April 30th minutes: Cassie

Seconded by: Carolyn

All in Favor (Aye): All

Any opposed (nay): None

Motion carries

Treasurer Report & Outstanding Balances Owed to the Club –

Cassie stated that the Lowe's charges were for two totes for the Office and has been updated on the January report.

Bank has reimbursed for the fraudulent movie charges. New debit card was issued.

The two bounced checks were both paid.

The Senior Skater on a budget will be paid at the end of May.

The outstanding payment for LTS skater in the amount of \$72.00, Lisa has sent an email and text but will follow up with a letter.

The outstanding payment for the Spring Skater in the amount of \$180.00 an email and paypal link has been sent.

The amount in the checking account is \$31,700.86 as of May 20, 2023.

January, March and April Treasurer's report will be discussed and approved at the next meeting.

Motion to reimburse for the Collegiate Membership was approved on April 2nd. Reimbursement will be made to the following parents, Fin, Riley, Cathay & rine.

Two gold medals and JV pin were received. They will be given to Jill to give to the parent.

Updates:

Show video's have been received.

Pictures- photographer has not responded. Lisa will follow up.

\$20.00 Dunkin gift cards were given to Trey and staff.

Two additional Dunkin cards were given to Riley for a coach gift.

Thank you cards were sent to Stewarts for the Holiday Fund and Learn to Skate Competition for Free Ice Cream.

Thank you card was sent to CPH for the coloring book and crayons for the LTS Competition.

Lisa was going to check to see if she sent a thank you card to Stewarts for the donated Ice Cream for the banquet.

Bylaws-

Motion was made to send the Bylaws to USFS for suggestions by: Cassie

Seconded by: Badra

All in favor (Aye): All

Any opposed (nay): None

Motion carried

Next step will be for Membership approval and then adopted.

Virtual Testing Policy-

Motion was made to approve the Virtual Testing Policy: Cassie

Seconded by: Carolyn

All in favor (Aye): All

Any opposed (nay): None

Motion carried

Summer School-

Begins July 17th for a 5 week program. Format will be the same as the year before. Will offer LTS, JR & SR. Test session will be held on August 19th with the option for virtual testing for higher tests.

Website Wishlist-

- Mission Statement
- Links to documents/forms
- User Friendly
- Bio of Coaches
- Parent Page- where to buy skates, sharpening etc.
- Dates of Meetings
- Member Contact information with pictures of the Board Member.
- Minutes & Treasurer Reports
- Bylaws & Handbooks
- Paypal link to pay
- Rotating Candidis
- Upcoming test sessions & competitions
- Calendar- linked to the Google Calendar
- Synchro Page
- Be Mobile Friendly
- Access to more people to update/chang
- How to get involved information
- SkateSafe information

- Need more rights to the Facebook page

Wishlist to Accomplish this Summer-

- Bylaws
- New Website
- Update Facebook
- JR/SR Handbook
- Complete budgets for JR/SR, LTS and Ice Show
- Snowflake Date
- Full calendar for test sessions, virtual test sessions, LTS & Snowflake Competition & Ice Show.

Lisa will send an article about Grant money.

Organization Meeting-

President- Lisa

Motion to approve Lisa as President: Cassie

Seconded by: Badra

All in Favor (Aye): All

Any opposed (nay): None

Motion carried

Vice-President- Bamby

Motion to approve Bamby as Vice-President: Cara

Seconded by: Cassie

All in Favor (Aye): All

Any opposed (nay): None

Motion carried

Secretary- Cara

Motion to approve Cara as Secretary: Cassie

Seconded by: Bamby

All in Favor (Aye): All

Any opposed (nay): None

Motion carried

Treasurer- Cassie

Motion to approve Cassie as Treasurer: Carolyn

Seconded by: Bamby

All in Favor (Aye): All

Any opposed (nay): None

Motion carried

SkateSafe Chair- Badra

Motion to approve Badra as SkateSafe: Cara

Seconded by: Cassie

All in Favor (Aye): All

Any opposed (nay): None

Motion carried

LTS Chair- Bamby & Badra

Motion to approve Bamby & Badra as LTS Chair: Cara

Seconded by: Carolyn

All in Favor (Aye): All

Any opposed (nay): None

Motion carried

JR/SR Chair- Tabled to next meeting since Stephanie & Sue were not in attendance

Coach Liaison- Cara

Motion to approve Cara as Coach Liaison: Bamby

Seconded by: Cassie

All in Favor (Aye): All

Any opposed (nay): None

Motion carried

Test Chair- Lisa will reach out to Jill.

Next meeting will be held on June 11th at 7:00pm.

Carolyn made a motion to adjourn the meeting at 8:34pm

Seconded by: Bamby

All in Favor (Aye): All

Any opposed (nay): None

Motion carries