

HFSC April 2019 Board Meeting

4/8/19 Meeting called to order at 6:05 pm

Quorum Established. Present board members Sadye Sargent (P), Mandy Senske (VP), Amanda Holder (S), Lorisa Newman (Ice show coordinator), Stephanie Geiser (Ice show coordinator), Greta Sago (Testing and Composition Coordinator), Sarah Yunker (Coaches Coordinator), and Jodi Hintz (Registration Coordinator). Coaches present Brook, Brandi, and Lindsey

Financial Report: No report available

Old Business

Review of Ice Show:

- Use sign up genius to determine jobs next year
- Raffle tickets (possibly have handed in sooner, do not organize during decorating, board needs to be available to help with decorating and directing members where to go)
 - Sold raffle tickets need to be kept for 7 years
- Cleaning-ok to use HWS cleaning products
- Ice show deposits-all deposits will be returned

Review of the Revised Bylaws:

- Implement new system for parent complaints
 - 24 hour rule (waiting period before addressing in writing, keeping on file)
 - Everyone will review proposed changes to bylaws and will revisit at next meeting

Electronic Registration: Implement for next year

- Jodi will still have all registration information

Brainstorming Session:

- What was done well: organization for coaches, organization of board, fundraising, new ideas, new logo, better communication, teamwork, updated to current times, the transition from old to new board, better relationship with HWS
- Needs improvement: containment of situations (professionalism parent-coaches), lack of commitment from skaters, updated financial statements, coaches coordinator would like to be more prepared next year, checks not always deposited timely, Brooke wants to try new things next year, communication lacking with new parents, knowing what each board member is responsible for, ice rental payment, one of the board members needs to be up front to answer questions during lessons

Topics Tabled Until Next Meeting:

- Prizes for top sellers of raffle tickets
- Website Upgrade
- Purchase of QuickBooks, filing cabinets, and a laptop for the club
- Cleaning and painting the locker room

New Business

Review Deposit and Writing Checks Protocol:

- Fill out form to track all expenses
 - Keep folder of receipts (possibly keep in safe)
- Deposit funds each day money is collected

Registration Fees Increase:

- Need to raise by at least \$2
- Discussed adding \$5 (possibly not for SPS)
- May need to discuss after financial report
- Vote on at next meeting

Maintenance Fees:

- Next year use sign up genius to commit to jobs, even if only in one session
- No more committees, didn't go over well
- Gegelmans check-no signature (Amanda will contact), will deposit-duties not fulfilled
- Determined who's checks need to be deposited or returned
- Next year-write skaters check in memo

Parents Handbook:

- Work on for next year
- Add onto website
- Include bylaws and code of conduct
- Give out at fall parents meeting
- Revisit before meeting

Parents Letter:

- Have parent initial each item in a check list of things that need to be done, hopefully will be less confusing

Parents Meeting:

- Discuss code of conduct for parents
- Need to address and enforce, conduct got out of hand at times

Coaching/Skaters:

- Use Remind app next year for communication between coaches and skaters
- Coaches are not responsible for getting skaters on ice
- Skaters are responsible for staying on ice during scheduled time
- Coaches discussed giving skaters more direction next year to pre-freeskate and above
- Coaches want to have clear set expectations for their skaters next year
- Implement dry erase boards to hold skaters accountable

Board Positions: Discussed if everyone wants to keep current position

- Sadye-yes
- Mandy-yes, open to treasurer/co-treasurer
- Greta-yes, open to treasurer
- Sarah-yes
- Lorisa-yes
- Jodi, yes, open to other positions
- Steph-yes
- Amanda-yes
- Treasurer-absent, Sadye will discuss with Kari if she wants to keep her position
 - discussed possibility of having a co-treasurer, large job for one person

Reviewed duties of each board member:

- Paper copies of list of duties of each member handed out
- Test and comp. coordinator should be a USFSA member
- Everyone will review and discuss at next meeting
- Copies of calendar handed out
 - Everyone should look over to get familiar with what needs to be accomplished each month

HWS cleaning: HWS is looking for someone to clean (\$100/week to clean bathrooms and entryway)

- Discussed taking it on as a club
- Discussed including it in a points system to count towards fulfilling duties
- Also discussed having advanced skaters taking on some weeks to help with fees

Next meeting scheduled for Wednesday May 1st at 6:30 at the Union Hall

Parents meeting scheduled for May 5th at 7:00

Meeting adjourned at 8:50pm

Minutes by HFSC Secretary, Amanda Holder