

**MINUTES OF THE REGULAR MEETING
OF
THE BOARD OF DIRECTORS
OF
BRAEMAR-CITY OF LAKES FIGURE SKATING CLUB**

DATE: Tuesday, May 22

TIME: 6:45 pm

PLACE: Braemar Ice Arena

DIRECTORS PRESENT: Evelyn Bone, Heather Burns, Alex Christianson, Laura Considine, Liz Cutshall, Chris Deets, Brian Hedberg, Mary Lindell, Susanna McMaster, Lynn Meadows, Julie Vanhove, Cathy Winters, Ros Wright, Kay Yoost

OTHERS PRESENT: Jane Chaffee, Mary Korzeniowski, Pam May, Joan Orvis

Call to Order and Agenda Review.

President Considine called the meeting to order and announced that a quorum of Directors was present and that the meeting, having been duly convened, was ready to proceed with its business. Liz Cutshall acted as Secretary.

Approval of Minutes.

President Considine presented the minutes of the April 17, 2012 meeting of the Board of Directors. Following discussion, upon motion duly made, seconded and unanimously carried, the minutes were approved.

President Considine then presented the minutes of the May 20, 2012 annual meeting of the Members. Following discussion, upon motion duly made, seconded and unanimously carried, the minutes were approved.

Director Retirement/Election.

President Considine announced that she, member Bone and member Lindell would be retiring from the Board after serving their three year terms. She explained to the Board that Alex Christianson, Chris Deets and Cathy Winters were elected at the annual meeting of the members to serve as the new directors.

The retiring Board members left the meeting. The meeting of the new Board was called to order at 7:00p.m.

Election of Board Positions.

Member Meadows made a motion to election member Hedberg as President of the Board. A discussion ensued. The motion was seconded and unanimously carried. A discussion ensued regarding the Vice-President position. A motion was made to election members McMaster and Meadows as co-Vice-Presidents. The motion was seconded and unanimously carried. A motion was made to elect member Vanhove as Treasurer. The motion was seconded and unanimously carried. A motion was made to elect member Cutshall as Secretary. The motion was seconded and unanimously carried.

Synchro Update.

Jane Chaffee explained to the Board that each year a director of the synchronized skating program at Braemar needed to be approved by the Board. She told the Board that Team Braemar would like to elect Pam May to serve as the director for another year and that she would serve as an independent contractor to the team. A motion was made, seconded and approved to name Pam May as the director of synchronized skating for a one year term. Pam May told the Board that she would like to nominate Jane Chaffee as the manager of Team Braemar for the upcoming year. A motion was so made, seconded and approved.

New Board Member Introductions.

President Hedberg introduced the three new members of the Board and each of the directors introduced themselves. President Hedberg told the Board that each member is required to fill out a background check form as it is mandatory for service in an organization that works with children.

Head Pro Report.

Joan Orvis explained to the Board that the annual banquet was a huge success. She also told the Board that she would be having discussions with the coaches regarding the need for

each and every skater and coach to be off the ice at 10 minutes to the hour to ensure that the ice makes can be completed on time.

Ms. Orvis explained to the Board that each year she tries to meet with each coach individually and that she was planning to do so in the coming weeks. Ms. Orvis told the Board that overall everything was going great with the Club from her perspective!

Treasurer/Ice Utilization Report.

Member Vanhove presented the Board with the financial statements for the last year through March and estimates for the coming months. She noted that the Club is in a very good financial position. She explained to the Board that since the Club is currently successful financially it is taking some opportunities to invest in the future and lower the costs of various Club activities.

Finance Subcommittee Report.

Member Vanhove explained to the Board that the finance subcommittee had two major projects that it has been working on. She noted that the first project was to formalize a budget for the year with specific budgets for each major event and expenditure. She noted that the budgets would likely be completed by the August Board meeting. Member Vanhove explained to the Board that the second major project was to update the stipend policy of the Club. She presented the proposed revised policy and explained that it was based on TCFSA's policy and was created to give the Board more guidance on how stipends should be determined from year to year. She also noted that the new policy would include all disciplines and levels of events. A motion was made to update the stipend policy to read as attached in Exhibit A. The motion was seconded and unanimously carried. Member Vanhove then presented the finance committee's recommendation for stipend amounts for the upcoming year as attached in Exhibit B. The amounts were also voted on, approved and it was noted that they would be reviewed on an annual basis subject to the financial capacity of the club to sustain the same.

Banquet.

Member Burns explained to the Board that Interlachen Country Club was a great venue for the annual banquet and that the raffle was a great addition to the program. A discussion ensued regarding the success of the banquet as a whole. It was noted that giving pins for passed tests was well received and fun for the skaters.

Ice Show.

Evelyn Bone explained to the Board that the ice show was above budget by \$9,000 due to increase payment to coaches for work on the show and higher quality costumes. She noted that the Board was aware that the costs would be above budget. A discussion ensued.

Dress Sale Recap.

Member Meadows told the Board that the dress sale was extremely fun this year and that she believed that changing the policy to allow the skater to keep 100% of the profits increased participation. She noted that she would like to look into having the sale for two nights during the show next year.

TCFSA Update.

Member Vanhove explained to the Board that she attended the TCFSA meeting this month. She noted that a discussion about Governing Council took place at the meeting and that the proposed change to make Governing Council bi-annually did not pass. She noted that although it did not pass, in the future the meeting would be held only Friday through Sunday and in locations that will hopefully be easier to get to. It was determined that member Christianson would take over the position as TCFSA representative for the upcoming year.

Membership/Ice Contracts.

Evelyn Bone explained to the Board that she had received numerous contracts for summer ice. She told the Board that the ice sessions were looking full and that the Club would be making money off summer ice even before buy-ons were taken into account. She noted that overall ice usage for the summer was looking great. She also explained to the Board that the Junior Club policies of requiring purchase of ice show tickets and skating one session per week were being formalized.

A discussion ensued regarding Board membership in USFS and it was noted that each Board member must complete an application for membership.

Testing Update.

It was noted that a test session had been held earlier that day and that it went well, although there were only a small number of testers. President Hedberg told the Board that Mary DeSautels and Kendra Smalley would be taking over the test chair position for the upcoming year.

Braemar Competition Update.

The Board discussed the upcoming Braemar Competition and noted that there will be more skaters participating this year than in previous years. President Hedberg noted that he would invite Dede Disbrow and Etta Belrose to the next meeting of the Board to discuss the competition.

Website Update.

Member Wright explained to the Board that the website team was in the process of developing the content to be added to the website. She noted that they are hoping to preview the website to the Board at the July Board meeting. She explained that currently the skeleton of the website is complete but they are working to make as much of the Club's mechanics work through the website.

City of Edina.

President Hedberg explained to the Board the role the City of Edina is having in changes occurring at Braemar Arena. A discussion ensued regarding the Club's goals for the future and interactions with the City of Edina.

Key Coordinator Roles.

A discussion ensued regarding the following people who will be serving in key coordinator roles for the upcoming year:

Joan Orvis - Head Skating Professional
Kendra Smalley & Mary DeSautels – Test Chairs
Ann Makredes - Ice Monitoring Coordinator

Sarina David - Ice Exchanges
Sharon Friedl-Welter - Holiday/VEAP Exhibition
Liz Cutshall – Legal Advisor
Jane Chaffee – Team Braemar General Manager
Rosalind Wright – Website Redesign
Lynn Meadows - Dress Sale, Club Room Lockers
Heather Burns - Annual Banquet/Meeting
Laura Considine - Volunteer Coordinator/Tracker, Webmaster
Holly Weiss - Team Braemar PR
Heather Walker – Club PR
Evelyn Bone - Membership Chair, Ice Coordinator, Ice Show Chair
Dede Disbrow & Etta Belrose – Braemar Competition Co-Chairs
Alex Christianson - TCFSA Rep (Gwen Larson will be the backup)
Chris Deets - Pro Liaison
Alex Christianson & Chris Deets - New Skater/Parent Education
Kay Yoost - Skater Recognition (includes pictures of State & Uppers Competitors, Club Photo, “Celebration” Cake, etc)
Heather Burns - Sanction Chair
OPEN - National Skating Month Coordinator (coordinate day in January with Club/Coaches and Rink)

Board Meeting Schedule.

President Hedberg announced that the next meeting of the Board of Directors was scheduled for 6:45p.m. on June 19, 2012 at Braemar.

There being no further business to come before the meeting, the meeting was adjourned.

EXHIBIT A

9. Stipends

9.1 Midwestern Stipends.

9.1.1 Individual Stipends. The Club may grant stipends to individual Club skaters who have qualified for and are competing at the U.S. Figure Skating sanctioned Midwestern Competition.

9.1.2 Pairs/Dance Stipends. The Club may grant stipends to pairs/dance Club skaters who have qualified for and are competing at the U.S. Figure Skating sanctioned Midwestern Competition.

9.1.3 Synchronized Skating Stipends. The Club may grant stipends to Club synchronized skating teams who have qualified for and are competing at the U.S. Figure Skating sanctioned Midwestern Synchronized Skating Competition.

9.2 National Stipends.

9.2.1 Individual Stipends. The Club may grant stipends to individual Club skaters who have qualified for and are competing at the U.S. Figure Skating sanctioned National Competition.

9.2.2 Pairs/Dance Stipends. The Club may grant stipends to pairs/dance Club skaters who have qualified for and are competing at the U.S. Figure Skating sanctioned National Competition.

9.2.3 Synchronized Skating Stipends. The Club may grant stipends to Club synchronized skating teams who have qualified for and are competing at the U.S. Figure Skating sanctioned National Synchronized Skating Competition.

9.3 International and World Competition Stipends.

9.3.1 Individual Stipends. The Club may grant stipends to individual Club skaters who have qualified for and are competing at a U.S. Figure Skating International or World sanctioned Competition.

9.3.2 Pairs/Dance Stipends. The Club may grant stipends to pairs/dance Club skaters who have qualified for and are competing at a U.S. Figure Skating International or World sanctioned Competition.

9.3.3 Synchronized Skating Stipends. The Club may grant stipends to Club synchronized skating teams who have qualified for and are competing at a U.S. Figure Skating International or World sanctioned Synchronized Skating Competition.

9.4 Stipend Amounts. The Club must be in a solvent financial position as a condition for providing a stipend. Maximum amounts shall be established at the beginning of each fiscal year and are subject to ongoing financial solvency. The Board will determine financial solvency based on recommendation of the Finance Committee at the time of a qualifying event that would give rise to a stipend. Each year the stipend guidelines will be published as an addendum to the Board policies.

9.3.5 Ice Show. Any skater receiving a stipend is required to skate in the annual Braemar Ice Show.

EXHIBIT B

GUIDELINES FOR SKATER STIPEND AMOUNTS

Valid Period 6/1/2012 to 5/31/2013

Midwestern Stipends (maximum amount)

Individuals - \$250

Pairs/Dance - \$250 (each skater)

Synchronized Skating - \$500/team

National Stipends (maximum amount)

Individuals - \$500

Pairs/Dance - \$500 (each skater)

Synchronized Skating - \$1000/team

International and World Competition Stipends (maximum amount)

Individuals - \$750

Pairs/Dance - \$750 (each skater)

Synchronized Skating - \$1500/team