**BRAEMAR CITY OF LAKES FIGURE SKATING CLUB – JANUARY 15, 2019**

**BOARD OF DIRECTORS MEETING MINUTES**

1. Meeting called to order – Braemar arena
2. Board members present:
	1. Sarah Bennett
	2. Ann Kagel
	3. Cindy Kamer
	4. Evelyn Bone
	5. Tracy Black
	6. Vivian Talghader
	7. Carrie Corsaro
	8. Loni Keenan
	9. Mike Kirchmaier
	10. Rosie Hanson
	11. Lisa Dow
	12. Joe Medina
3. Secretary’s Report (Sarah Bennett):
	1. Board reviewed and approved November 2018 Board meeting minutes
4. Marketing Update (Tracy Black):
	1. Discussion of proposed marketing plan around following goals: (1) new website for the Club; (2) Volunteering and updating volunteer hours structure: and (3) Junior Board.
		1. Marketing committee to work on volunteer hours structure prior to next meeting
		2. Loni and Rosie to spearhead Junior Board meeting with skaters
	2. Discussion of marketing efforts
		1. Viewing party for Nationals;
		2. May banquet- having a guest speaker;
		3. Re-vamp invitation (paper invitation?)
		4. Feed My Starving Children event
		5. Summer Skating Fun Campaign
		6. Begin Fall event planning in the Spring (specialized skating programs)
		7. 4th of July parade
		8. Branding – together with new merchandise/apparel
		9. Summer picnic
	3. Discussion of modeling the budget around these goals and events
5. President’s Report (Lisa Dow):
	1. Braemar Competition: Lisa and Cindy Kamer have been working together on competition and provided an update.
	2. National Qualifying Series (NQS): Discussion of NQS and process to apply. Have to apply by the end of January 2019. NQS program geared toward IJS skaters. If skater has the top 6 points, the skater gets to skip Regionals and go right to Sectionals.
		1. Brings prestige to the Club
		2. Will change the registration process for those skaters
		3. As of now, we wouldn’t need to purchase additional ice for the competition to account for NQS
		4. Will need higher level, national judges
	3. **ACTION**: All Board members must be Safe Sport Certified. To obtain certifications, each member needs to watch 3 modules. Goal for all Board members to be certified as soon as possible.
		1. Lisa to re-send link to modules
		2. Evelyn to send USFSA numbers to Board members who need them to login to modules
6. Competition Update (Cindy Kamer):
	1. Cindy sent 53 emails to officials/judges about the competition
	2. Recruiting competition chairs – open positions:
		1. Runner chair
		2. Registration desk (2nd chair)
		3. Trying to put meeting together at the end of January for competition chairs
	3. Advertising: Putting together a group to handle the advertising for the competition
	4. Ann Kagel to sanction the competition
7. Treasurer’s Report (Carrie Corsaro):
	1. Carrie sent out December 2018 financials
	2. Reviewed Treasurer’s report
8. Coaches Report (Loni Keenan):
	1. At recent coaches meeting, there was discussion of coaches asking parents of skaters to step into volunteer roles for the Club
	2. National Skating Month – celebration on upcoming Sunday at the rink
	3. Discussion of summer 2019 ice – there is a time slot from 6-7 pm on Thursday night that is going to be added as a session/free skate with 5 coaches teaching
	4. March 11, 2019: Next coaches meeting
	5. Moved test session from 7/18 to 7/17
	6. Alex Johnson and Daniel Borisov are both heading to Nationals
		1. Daniel went to Upper Great Lakes, Midwesterns and Nationals
		2. Alex going to Nationals only (he competed in 2 International competitions which USFSA funded)
		3. **ACTION**: Motion to approve stipends to Alex and Daniel consistent with what was paid to skater last year
			1. Stipend of $1,500 to Daniel
			2. Stipend of $1,000 to Alex
				1. MOTION APPROVED
9. Committee Reports
	1. Ice Show (Evelyn Bone):
		1. 85 skaters participating
		2. Need volunteers to help with measurements for costumes
		3. Club costumes have all been ordered
	2. Testing (Lisa Dow for Jan Anderson):
		1. Next test session scheduled for 2/13/19
		2. A dance judge will be at the next test session if any skaters need to test for ice dance
	3. TCFSA Report (Lisa Dow):
		1. Updating Bylaws – there will be a vote in February on the updated Bylaws
		2. Celebration of Champions – not occurring this year
		3. Policy updates to occur
		4. Discussion of the fact that there will be an overview of testing process and testing occurring at a competition (officials do not know that the skater is testing)
	4. Synchro (Rosie Hanson):
		1. Pre-Juvenile girls’ team – went to Mariucci event and will be going to Beaver Dam event in March and are working on their program that they will be doing in the spring ice show
		2. Beginner level synchro class starting on Sundays
		3. Getting finances in order – butter braids sell recouped approximately $1,300
	5. School Lettering (Vivian Talghader):
		1. Will be refunding one skater who is missing team event element
		2. Not participating in Duluth Northland competition this year for team event – not enough interest from skaters
	6. Membership (Evelyn Bone):
		1. New member that joined in December 2018 – Lisa to send welcome email to skater and family
		2. Still need skaters to contract for ice sessions
		3. One skater needs medical waiver
	7. Website Update (Joe Medina):
		1. Joe has been communicating with Lisa Landon who works with Entryeeze – conference call scheduled with Joe, Mike and Lisa
		2. Trying to see if we can do Entryeeze integration on new website
10. Next Board meeting scheduled for Tuesday, February 19, 2019 at 7:00 pm
11. Meeting adjourned