

March 17, 2020 SFFSC Board Meeting Minutes

Call to order: The meeting was called to order a 6:02 pm. Board Members in attendance were Barb Ebeling, Pat Hoier, Wendy Quam, Deb Melstad, Jane Eilders, Erin Steever, Jennifer Sigette, Tiffany Thornton, Katie Jess, Jim Naro.

Board member not in attendance was Riley Klein. Also not in attendance was Jennifer Kilmer (USFS Membership Chair) .

Guest members in attendance were Tasia Hillestad, Tom Stengrim, Beverly Lush, Mary Akkerman, and Julie Mickelburg.

Open Forum (time for guests to bring forth agenda items) Items brought forth were moved to the end of the meeting.

Approve meeting agenda Erin moved to approve the meeting agenda with the addition of Tom's considerations that were emailed prior to the meeting. Jim seconded and all approved.

Approve last meeting's minutes Jim moved to approve last meeting's minutes. Erin seconded and all approved.

Director's Report

In the last 72 hours, Tiffany has been working on looking at different scenarios. It is hard to know what is best when we are in an influx. Tiffany will be on other Zoom calls to talk to other directors and PSA across the country to determine what is best.

LTS numbers: 10 members less than last year. But if you take into account the Excel skaters (who count double), we are hovering at the same point as last year. Tiffany is hoping numbers will go up but it is hard to know where we are headed given the COVID-19 situation.

Tiffany has been trying to work with Brian to see what other dates are available for the show and we are now looking to mid May or June. The board received info regarding the potential rescheduled test session.

We are in a holding pattern as we wait to hear back from Entryeeze and Stripe about refunds of the test session and competition.

StandingReports

USFS Test Chair (Jane)

Jane has been staying in communication with Tiffany, judges and USFS. It is unknown when we will be able to schedule the next test session. If this will get back on track and we are looking at the end of May for next session. There are several local rinks that don't have ice. We want to entice them to come skate with us.

Tiffany also added that if at all possible, she would love to see our athletes get one more test session in before the end of the school year. These tests don't go away and they stay on the athletes resumes. It's her hope we can host something mid to late spring/summer.

Volunteer (Barb)

Barb suggested letting our volunteer requirement ride for the season. We may need to look at foregoing volunteer hours/deposits.

Scrip Report(Deb)

Scrip Report: start 2/1/19 to 2/29/20			
	earned	redeemed	balance
Family #1	\$128.70	\$104.45	\$24.25
Family #2	\$75.03	\$75.03	\$0.00
Family #3	\$413.30	\$413.30	\$0.00
Family #4	\$206.50	\$96.80	\$109.70
Family #5	\$115.55	\$78.45	\$37.10
Family #6	\$214.40	\$214.40	\$0.00
Family #7	\$305.40	\$305.40	\$0.00
Family #8	\$27.00	\$0.00	\$27.00
total	\$1,485.88	\$1,140.78	\$217.45

Junior Board Report (presented by Erin and Jane)

Erin and Jane were at the last meeting. The last meeting, the junior board was trying to focus on the end of the year banquet. Blue Rock waived the room fee if you spend a certain amount of money. To lower the cost of food, the junior board was wanting to sell bracelets. Erin was letting Lily take the reins on bracelets. Erin took reigns on Blue Rock. Jane said the junior board is still in communication regarding off ice jumps and exercises during their time away from the rink because of COVID-19. The end of the year banquet was to be the Sunday following the

show. Those plans are now on hold.

Treasurer's Report (Erin)

Current balances:

Checking: \$ 23,533.00

Saving: \$13,884.72

Old Business

Bylaws revisited

Erin made a motion to table until the next meeting. Jennifer second and all approved.

Policy Review Committee

Erin made a motion to table until the next meeting. Barb second and all approved.

Retreat Dates follow-up (set new dates for mid-year review)

Jennifer made a motion to table until the next meeting. Katie second and all approved. Katie still has all the information from the retreat to utilize when ready.

ISI Administrator: Follow-up on administrative rights and function

Tasia is the only one that has administrative rights to the ISI system and has been answering any questions that have been coming in and forwarding them to Erin. Barb should now have access to this as well.

New Business

Pandemic Response Updates

On Sunday, the board had a 3 hour meeting regarding the pandemic response. Tiffany has not had any other communication from USFS's communication aside from hearing that no large events are to be scheduled before April 12. That date could be pushed back. We are hoping to get more information later this week. Tasia and Tiffany have had no information from ISI regarding suggestions.

LTS and FS Schedules

Schedules for now have been postponed for this week. Tiffany hopes Brian is going to provide an update for user groups. Until he does this, it is really hard to give any type of update. Until we gain more information, it is really hard to know what we can do as a club. We all see a clear difference between having LTS vs FS and Advanced Class as LTS is more hands on with instructors and students. Until we have more information, it is very hard to give any update.

Pat shared that children can be nonclinical carriers of COVID-19. There is concern for the child themselves but also them carrying it home and out in the community. We also have to think of the locker room- a small area for germs to spread. Pat is not confident restrictions will be limited and could see the restrictions increasing.

Update on the Cancellation of Competition and Testing

Spring Show Plans

Discussion was held on how long it would take a skater to prepare for the skate show.

Tiffany suggested a minimum of 2 hours. Some can bounce back quickly. Soloists will need a month to get back into shape. Small kids have shorter attention spans and will need 5 practices at a minimum.

Jennifer moved to save June 13 and June 20 for potential alternative show dates. Deb seconded and all approved. That would allow us to start practices by mid May to put on the show. This will still be a week by week fluid situation. Tiffany will bring forward a request to Brian tomorrow morning.

Contingencies

LTS and FS planning is still week by week. Tiffany will be in communication with USFS and make the best decision we can for our group.

Open forum discussion: Financial effect of Pandemic Response and Planning

Tom Stengim discussed his previous tenure on the SFFSC during the transition from the MIRC to the Iceplex. He discussed how he and others sat down and built up a large nest egg and how the finances were solid prior to the move over to the Iceplex. The current board discussed how things have changed. There has not been a great reporting or systems in place with the previous treasurers or bookkeeper. While strides had been made in the past year and a half, we didn't close the loopholes and didn't have the processes in place to move us forward. Now, with the hiring of an accountant (vs a bookkeeper), we are putting systems in place to move us forward.

Tom questioned the last time we had an internal audit done. Discussed how one has not been completed due to financial constraints. Also discussed the current interim working budget. Some things are not complete and missing and Erin fills them in as they come in, such as the competitions. Erin is working with Beverly to get that better organized. Tom said it is a board's responsibility to put forth a budget and that it is not acceptable to not have a budget to look at. Pat explained a lot of it is that we simply don't know, it's just the situation we are in.

Katie moved for the board to allow Tom Stengrim the authority to form and lead a Tiger Team to review the club's finances in light of Covid-19 and make recommendations regarding SFFSC budget and to develop at least 2 recommended courses of action for the club to remain financially solvent on Tuesday, March 24, 2020 Mandatory members of that tiger team are to include at least one SFFSC board member and Beverly, club CPA. The Tiger Team members will be given read only access to the club's quick books access for one week. Jim second. Wendy and Jane abstain but all others vote in favor. Motion carries.

Other items for the good of the club

Adjournment. Erin moved to adjourn. Jim seconded and all approved.

Meeting Adjourned at 8:03 pm.

Next meeting: Tuesday, April 7 at 6:00 pm (1st Tuesday of the month unless otherwise determined)