

Juneau Skating Club, Monthly Regular Board Meeting

July 26, 2016, 6pm

held at 712 W. 12th Street, Juneau, AK 99801

1. Welcome/ Call to Order - Call to Order at 6:15pm

Regular meeting of the Juneau Skating Club board of directors held at the Carson Dorn Conference room on Tuesday, July 26, 2016 and called to order at 6:15pm. Board directors present were chairperson and president Sigrid Dahlberg, secretary Patty Collins, Debbie Roberts, Tami Bowman, and, by teleconference, Melissa Fritsch.

2. Approval of agenda

Patty moved to approve the agenda. All in favor.

3. President's Report

- A. Calendar for the first half of the year has been submitted
- B. Paperwork for enrollment in new Learn to Skate USA program has been submitted

4. Treasurer's Report

- A. August Ice bill due this Friday. **Sigrid** will make payment by check.
- B. Treasurer's Report - No report or profit loss statement available at this time. Tracey on vacation. Report of last years expenses in the form of a profit loss statement run from Quickbooks is needed to write annual report and create next years budget. Currently Tracey is the only one with access to JSC's Quickbooks information since the software is installed on her computer. The board as a whole is capable of creating next years budget once we have better ability to reference past years financial information. The simplest version of Quickbooks online will provide one login that provides the ability to enter and manipulate data and 2 additional logins that provide the ability to view data and run reports.
Debbie moved that JSC contact to use Quickbooks online with a \$15 per month cost cap.
Patty is to initiate the move. All favor.
- C. Annual Budget - Need one. Need financial information about last year & then the board will create next years annual budget as a group.
- D. Credit Card - **Sigrid & Tracey** need to meet and communicate with Bank of America. Card currently not functioning.
- E. Mail - Has the new debit card arrived to the JSC mailbox? When card arrives, the storage units auto-payments need placed on the card. **Debbie** is going to start checking the mail & in addition to Tracey. Patty will follow up on the storage unit payment for August.
- F. Taxes - The tax issue from years past is still unresolved & needs to be made a priority.

5. Marketing

Maggie is currently doing freelance graphic design both for Juneau clients from Japan & is willing to continue to do work for JSC in exchange for business promotion.

Debbie moved that we use Maggie to design JSC fliers in exchange for advertisement on the JSC website & the fliers she designs. All in favor. Maggie is currently doing freelance graphic design both for Juneau clients from Japan & is willing to continue to do work for JSC in exchange for business promotion.

6. Basic Skills

- A. The new Learn to Skate USA website has many features for both administrators, coaches and parents. There will be a learning curve but the new system looks like it will be very good in many ways. Patty has reviewed and will continue to and inform board and coaches as needed. We will need to have a coaches meeting to go over new info. Basic Skills coaches are now required to do Learn to Skate CER's in addition to background check.

- B. Learn to Skate Promotional Event, August 27th - 2:15 to 3:15pm. Patty is unavailable to be at the event. We will need 4 to 5 on-ice coaches and 4 to 5 on-ice assistant coaches along with 1 to 2 off ice registrars. **Patty** will recruit staff for the event. If there is a shortcoming in staff we will limit advertisement, as needed.
- C. Learn to Skate Coach training with guest instructor currently scheduled for Aug 28th from 4:45pm to 5:45pm. Patty is not available to attend. Basic Skills committee and potentially some senior coaches will meet to create over-all upcoming coach trainings and both with and without guest skater.
- D. **Patty** will approach the Jamboree organizer that she knows to see about the feasibility of not disrupting the Learn to Skate program schedule during the tournament.

7. Synchro Clinic & Additional Ice

- A. Synchro Clinic - Need cost and more detailed registration for to create registration for website.
- B. Preseason Ice - Cannot create registration in the sequence bundles originally sent to Patty. Board feels bundles of first 4 ice times, the next 2 times bundled and then the last two bundled.
- C. Additional Holiday Show Practices: Monday and Saturday charged at \$15.00 per skater per hour. Saturday, 7-9am, to be split with one hour for solo's & duets and one hour for synchro. One hour before the show to be purchased for Basic Skills show practice.

8. Other Business

- A. New Ice cancelation policy is seven days notice or a \$50.00 fee.
- B. Annual Meeting - Aug 21st, 4-5pm, with the Figure Skating meeting directly after. The JSC board will not have an annual report prepared in time for the annual meeting. **Patty** will write the email announcement to be sent to members, and non-member beginning figure skating families inviting everyone to the meeting and introducing primary topics. **Sigrid** will proof. **Patty** will do group emailing.

Next Meeting: Annual Meeting of Members August 21st, 4 - 5pm at the Treadwell Arena

Next Regular Board Meeting: Tentatively set for August 20th at 6pm, location TBA. Time and date to be finalized when new board members are selected.

Meeting adjourned at 7:30 pm