

Juneau Skating Club
Board of Directors' Monthly Meeting
November 8, 2016, 6 p.m.

Held at the JAHC Conference Room, 350 Whittier St #101, Juneau, AK 99801

1. Welcome/Call to Order

Regular meeting of the Juneau Skating Club board of directors on November 8, 2016 called to order at 6:00pm. Meeting held in the Juneau Arts & Humanities Council small gallery board room located at 350 Whittier St #101, Juneau, AK 99801. Directors present were Melissa Fritsch (chair), Patty Collins (secretary), Debbie Roberts, Leah Farzin, and Jennifer Shriver.

2. Approval of the Agenda

Jen moved to approve the agenda w/ the addition of item 6F, Gaming License and 7A, Team Forget-me-Not Sponsors. All in favor.

3. President's Report

Leah & Melissa will coordinate dropping off the CBJ P&R vending permit. **Melissa** will check mail between Nov 10th & 20th.

4. Treasurer's report

A. Back Taxes to IRS - Paperwork filed w/ IRS have asked forgiveness for penalties for the miss filing. Working with Andy on 2015 filing.

B. Stale checks - slowly collecting

C. Action item: Possible checking account for TFMN under JSC. Patty moved that Leah will look to initiate a Team For-get-me Not checking account at True North with debit card for the management of TFMN funds. Collection of funds from skaters will occur through the registrations system. All in favor.

D. Either reimbursing Matt Jones for the money he's paid for our website, or giving him a receipt and counting it as a donation to JSC (circa \$500). Patty moved the we provide Matt Jones for a receipt for his donation & services in kind. **Leah** will email Matt to find out the details of the charges. All in favor.

5. Registration

A. Report distributed - **Patty** will edit report to reflect that Jumps & Spins has 3 coaches, 1 is paid at the LTS rate. **Patty** will work with Pam in order to update the report to accurately reflect drop-in pass use.

B. Action item: Discuss sustainability of current operational budget deficit. We need to mitigate some current costs. Increasing revenue to defer Team Forget-Me-Not costs is a high priority. **Leah** will ask Pam to be at the next board meeting to discuss overall costs of Figure Skating Program and sustainability.

6. Marketing

- A. Report distributed - **Patty** will email Jen with JSC email log-in information.
- B. Action item - Holiday show sales: Soakers and/or gift certificates. The club will have gift certificates available at the show. Soakers would be great if we can get them customized. **Patty** will send contact information for Kim Gardener & Judy Morley contact info to Jen. **Jen** will follow up on the potential to embroider soakers w/ Juneau Skating Club or JSC.
- C. Holiday Program - **Jen** is working w/ Maggie & waiting on some info from **Debbie** to complete the program.
- D. Sponsorship letter - **Melissa** will proof & then **Patty** will send to skaters w/ claim your sponsor. Jen will create directions for a sponsor to register themselves or be registered on our website.
- E. School flyers - **Jen** is making posters & fliers. Dec 21st is last day of schools before holiday break. **Patty** will distribute school fliers the week of the 12th and will also distribute a pdf to schools of the fliers.
- F. Apply for 2017 gaming license through Department of Revenue online. **Jen** will work on application w/ Kim & Heather.

7. Fundraising

- A. Team For-get-me not sponsorship options - Debbie moved that all Figure skaters will continue to be required to solicit at least a \$100 show sponsor, advertiser or pay the \$100 ad fee. 50% of the funds collected from sponsors acquired by a Team Forget-Me-Not skaters after the 1st sponsor will go to defray the Team Forget-Me-Not costs for that skater. The other 50% will go to the show fund. The 50% split option is for sponsors only. All funds from a Board / Club sponsor & advertiser promotional effort will go to the general fund. All approved.

8. Holiday Show

- A. Sanction approved
- B. **Debbie** will have the program outline & practice schedule as soon as she gets back to town on the 20th. The Monday show practice is for the BFS and FS 1&2 skaters. **Debbie** will have the practice schedule for L1-4, SS & adults to Patty by Sunday. **Patty** will send show registrations emails w/ practice schedule.

9. Other Business

- A. None

10. Meeting adjourned at 9:50pm.

Next Meeting Scheduled for Tuesday, December 13 at 6pm.