

Juneau Skating Club
Board of Directors' Monthly Meeting Minutes
September 15, 2016, 6 p.m.

1. Welcome/Call to Order

Regular meeting of the Juneau Skating Club board of directors on September 15, 2016 called to order at 6:05pm. 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, Jennifer Shriver and Heather Mitchell. Members of the Public present were Treadwell Ice Arena manager, Lauren Anderson and Parks & Recreation representative, Alexandra Pierce. Board of Director Kim Hort arrived at 6:15pm.

2. Approval of the Agenda

Debbie moved to approve. All in favor.

3. Presentation of Parks and Rec Master Plan by Alexandra Pierce and Lauren Anderson -

The CBJ Parks & Recreation department is beginning a two year process to develop an updated master plan. This process will include three rounds of public consultation. Currently entering Phase 2 which will last from now through December. P&R will be taking public comment during October & November. They will have 5 public meetings, phone & Online surveys and ask for written input from user groups / stake holders. Phase 2 (now in) now to Dec - taking comment Oct & Nov. Oct going to public. In December they will draft a document to report what the public said which concludes Phase 2 of process. In Phase 3 they will turn the public feedback into recommendations. In the spring of 2017 the recommendations will be available to the public for comment & another round of public review will begin. Based on Comment and review a revised plan will be created in the fall of 2017 which will also be provided to the public for comment. In the spring of 2017 the final plan will be provided to the CBJ assembly. A focus of P&R moving forward is access to recreational opportunities to all community members especially youth without finances or parental support. Access to recreational opportunities is the #1 preventer of drug & alcohol abuse. JSC is asked to provide a list of it's priorities to Alexandra Pierce by the end of October. The Document may be an email in long form or bullets.

Patty will create open ended monkey survey to be sent to all JSC members / users this weekend. We will gather input from now until Oct 1, 2016 which Patty will compile and forward to board member. The discussion of input and creation of JSC document for P&R will be a main agenda item for the Oct 11th board meeting.

Lauren is offering one hour of ice to each user group for fundraising purposes.

4. Election of Officers

Patty nominated Melissa to the office of President, Debbie to the office of Vice-president, Leah to the office of Treasurer and herself to continue in the office of Secretary. All in favor of nominations. Nominated board directors elected to offices by unanimous consent.

Patty moved that Tracey Maxwell be removed from all Juneau Skating Club fiduciary accounts and that Leah Farzin & Melissa Fritsch be added to all accounts including the JSC credit card. All in favor. Patty will take minutes to bank & initiate switch.

5. President's Report

No report at this time. No questions from new board directors on current board procedures.

6. Treasurer's report

A. Catching up on bills -

Heather moved that we approve the purchase of Quickbooks online in a version not to exceed \$40 per month. All in favor. Patty will initiate purchase.

B. Back Taxes to IRS -

Leah gave Tracey a deadline of Monday for Tracey to pass over all IRS information regardless of status of completion. Update on tax filing to occur at October board meeting with the goal of all past tax issues resolved by the November board meeting. Patty will file updated the officers form with the State of Alaska.

C. Updating Bank and Credit Card Accounts - names and signature cards

D. Budget for 2016-17 season -

Patty will send out Andy's past budgets to directors. Tracey has not yet provided Leah with Quickbooks data or software. Leah will continue to pursue data to transfer to new Quickbooks Online account.

Melissa will send acknowledgment to the Juneau Community Foundation that we have received there grant funding

7. Committee Chairs and Responsibilities:

Marketing - Jen w/ Patty as past chair providing assistance

Fundraising - Heather w/ Missy McMillan assisting with grant writing

Competition & Testing - Melissa

Learn to Skate - Patty

Registrations - Patty w/ Yvonne currently training to assume role of registrar

Performance - Debbie

Hospitality & Parent Volunteer Committee - Kim

8. Registration and Marketing

A. Registration Numbers Report Distributed

9. LTS USA

A. Report Distributed in combination with registrations report

10. Fundraising

Once annual budget is prepared it will be easier to set goals & make plans. Heather, Jen & Patty will work together on sponsorship program. Hockey clinic ideas discussed as a fundraiser.

11. Other Business

- Meeting adjourned at 8:30pm

- Next Meeting Scheduled for Tuesday, October 11 at 6pm in the Juneau Arts & Humanities Council Small Gallery