

Meeting Name:

PHFSC Club Meeting



Purpose of meeting:

Information and decision making for the Membership

Desired outcome of meeting:

Resolution of items scheduled for the meeting

Meeting arrangements:

Venue: Glacier Pointe Upper Meeting Room

Date: 11/20/2007

Time: 06:00 PM - 07:32 PM

People Attending:

Ronda Bingham (Co-President), Linda Dewey (Co-President), Beth Ward (Secretary), Laurie Visga (Fundraiser), Betty Achatz (Ice Monitor), Anissa Arneil (Membership), Andrea Cansfeild (Ice Show/Competitions), Jennifer Green (Past President), Amanda Stevens (Chairperson), Carly Rabidue (Non-Voting), Randi Jakubiak (Non-Voting), Scott Masgneson (Non-Voting), Linda Murray (Non-Voting), Kim Kirkendall (Resource), Patrice Lottner (Non-Voting), Kelly Shaw (Member), Pam Adams (Member), Joy Madden (Member), Michelle Weber (Member), Deanna Hankens (Member), Annas Watson (Member), ,

Pre-meeting Preparation / General Notes:

- 1) D&O quote
- 2) Most recent announcement with changes highlighted
- 3) Edith update
- 4) Mentoring meeting proposed date
- 5)

Meeting Agenda

Agenda Item	Speaker	Time (mins)	Notes
1: Welcome	Chairperson		
1.1: Agenda Approval		2	
1.2: Meeting Guidelines		2	
1.3: Approval of November minutes	Beth Ward	4	
2: Committee Reports		18	
2.1: Presidents Report - Position changes			Betty - Treasurer Anissa - Membership/Ice Monitor Andrea - Ice show (quite enough on it's own) Tina - Competitions (Club, Regional SO, competition support [posting in binder])
2.2: Competitions	Tina Miller		
2.3: Treasurers Report	Betty Achatz		
2.4: Ice Monitor	Betty Achatz		
2.5: Ice Show	Andrea Cansfeild		
2.6: Membership	Anissa Arneil		

2.7: Publicity	Amy Lawson		
2.8: Test Chair	Linda Dewey		
2.9: Edith Competition	Ronda Bingham		
2.10: Fundraising	Laurie Visga		
3: Coaches Report	Any coach present	4	
4: Basic Skills	Linda Dewey	3	
5: Synchro	Kim/Linda	2	
6: Old Business	Chairperson		
6.1: Bylaws	Chairperson	10	
6.2: Mentoring/Junior Coaches	Chairperson		
6.3: Quick Books Purchase	Chairperson	2	
6.4: Laptop status	Chairperson	2	
6.5: "Open door policy"	Chairperson	2	
6.6: Jessica, financial support request	Scott	5	
6.7: D&O quote	Ronda Bingham	10	
7: New Business			
7.1: Polices request (if you ahve one please submit to LD)			
7.2: Coaches conference	Randi Jackubiak	10	
7.3: Conditioning makeup dates/decisions (2-Mon/1-Wed)	Amy Lawson	10	
7.4: Meet and Greet review			
7.5: Sanctions completed for season (Ice Show and Exhibition)	ronda Bingham	1	
7.6: Selling Sat Ice			
8: Future Agenda Items for next month-request from the floor	Chairperson	2	
8.1: These items will be listed as new business for the next meeting	Chairperson		
9: Next Meeting date			
10: Drawing; open to members in attendance including board PHCT ticket		3	
11: Motion to Adjourn			

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Meeting Minutes

Agenda Item	Minutes
1: Welcome	
1.1: Agenda Approval	
1.2: Meeting Guidelines	
1.3: Approval of November minutes	<p>Amendment was made Ice Show- Andrea stated that November's needed to be changed to show that the 3 directors getting \$900 and the 2 getting \$800 I thought. Previously the minutes stated that the coaches will be paid \$800.00 a piece, 4,000.00 total. Andrea made a motion to pass the minutes as amended. Anissa 2nd - minutes passed.</p>
2: Committee Reports	
2.1: Presidents Report - Position changes	<p>Board positions on the board have changed as follows: Treasurer: Betty Achatz, Competition: Tina Miller, Ice Monitor/ Membership: Anissa Arneil. Everyone else remains the same.</p> <p>Meet and Greet: Linda went on to report that the meeting with the Basic Skaters went well. Board Members and Coaches spoke to the parents. This was to get to know them a little and give them information about the club, how it operates and explain some things about the arena and answer questions about club competition. Linda invited parents to feel free to ask questions and approach board members and coaches. They were told to come into the office anytime. It is their office too.</p> <p>McMorran Redone: Ronda has been working on our office at McMorran. Blue Water Glass has replaced our broken window for free. A special thanks to the Ulmer Family. Marie's Upholstering repaired our chairs.</p> <p>Members Only Page: Ronda reported that Don Korte is creating a Members only web page for us. To access: enter the name of your skater followed by their USFSA number.</p> <p>Linda reminded people to read our Website.</p>

<p>2.2: Competitions</p>	<p>The Edith is FEBRUARY 8-9 (Friday and Saturday only)</p> <p>Club Competition: Andrea reported everything went well at the competition. The numbers were way down. In 2005 we had 83 skaters, 81 in 2006 , and only 52 this year. There were 70 bouquets bought but only 45 sold.</p> <p>Michelle Weber, Jennifer Green, and Betty Achatz took the extra flowers and donated them to Marydale Nursing home where they were greatly appreciated. Katherine Shaw won the William E. Gilbert Award at the competition.</p> <p>Andrea reported the Competition took in \$1,948.00 and spent \$800.63 making a \$1,147.37 profit. Anissa made a motion that Kim, Joy, and Andrea be reimbursed for the Club. Laurette 2nd motion passed.</p>
<p>2.3: Treasurers Report</p>	<p>Betty reported that as of Nov. 11, 2007, we have \$17, 762.64 in our checking account.</p> <p>We have two CDs , each with \$7,000.00 in them.</p> <p>The total amount billed to members for the Fall/Winter Session is \$88,672.56.</p> <p>The total Payments Received so far is: \$46,581.31.</p> <p>We have Outstanding Balances of \$42,091.25.</p> <p>Glacier Pointe Bills thru Feb. is \$25,840.25.</p> <p>McMorran Ice Bills thru Feb is \$22,360.00.</p> <p>Total Outstanding Ice Fees are \$48,200.25.</p> <p>Our Total income is \$48,194.75. The Total Expences are \$57,625.25.</p> <p>At this time the Total in our bank accounts is \$ 31,762.64</p> <p>Andrea motioned to pass the Treasurers Report. Laurette 2nd - motion passed.</p>
<p>2.4: Ice Moniter</p>	<p>No Report submitted</p>
<p>2.5: Ice Show</p>	<p>Andrea stated that she had asked Brittany Fullgrapp to perform 2 Solos as a Special Skater. She accepted. She said that Laurette resigned as Co-Chair of the Ice Show. Andrea is looking for a replacement.</p> <p>Guest Skater: Scott reported that he has contacted 2 world and Olympic coaches about performing at our show. Two Dance Pairs are interested. One won first place at Nationals and the other came in second last year only by 1/18 of a point. Either team would be willing to come for between \$500.00 and \$1,000.00. Scott said that he has collected \$100.00 in donations from local businesses so far. He is sure he can get more money donated to pay for the Guest Skaters fees. Ronda brought up that Cindy would like to offer Grant as a Guest Skater for free. Kelly Shaw asked if we could bring both dance teams , Grant and Brittany. This will be discussed at the Ice Show meeting following this club meeting.</p>
<p>2.6: Membership</p>	<p>Anissa reported that we have 81 regular members and 30 Basic Skills registered.</p>

2.7: Publicity	No Report submitted
2.8: Test Chair	Linda reported that the last test day is on October 25th . She congratulated Carly on passing both her American and Canadian Gold Dances. Linda stated that we collected \$1,324.00 on the last test day. \$65.78 was spent on food. There was 1 out of club member. They paid \$25.00 for test. Linda found 3 clubs that don't do testing and sent them information about out tests to try to get more out of club tests. Our Next test day is Dec. 20, 2007. Forms are at Glacier and will be at McMorrان.
2.9: Edith Competition	Ronda reported that we have the Edith Sanction. Everything is moving along. The most recent form is on the Web Site. The Basic Skills has been revamped. Ronda said that we had to rent a system this year. The price is \$500.00. There will no longer be a Future Series this year. Linda Dewey emailed every club in Michigan information about the Edith. The Deadline for Registering is Nov. 30th. This Deadline will be extended for all Canadian entrants. Ronda informed us that this year the Coach who has the most events will win \$50.00.
2.10: Fundraising	Laurette said that the Discover Card link is on our Web site. Basic and Competitive skaters can apply. Purchases must be made within 90 days .Must use the card 3 times. The club will get \$71.49 per card . Please notify Laurette if you purchase a card. As usual the profit will be split 51/49 % to club and individual skater. Laurette stated the following profits to our club-Used Clothing: \$700.00 , Pizza: \$1,520.00, and Cheese Cakes \$600.00. We are starting a Bottle drive at a Glacier Pointe Tournament
3: Coaches Report	Scott talked about a new city event called the Desmond Landing Winter Fest. They will have an outdoor ice rink and would like skaters to perform. He will work out details and keep us informed.
4: Basic Skills	Linda reported 30 Basic skills kids registered. 14 in Club Competition.
5: Synchro	Kim reported their competition was cancelled.
6: Old Business	
6.1: Bylaws	ByLaws- The new Bylaws are USFSA recommended. The only change that our club has added to it is that you cannot be on the Board if you are a coach or are related to a coach. Each Board member can only have 2 consecutive terms in the same position. Motion: Andrea made a motion to approve the new Bylaws. Anissa 2nd- and the motion passed with a quorum of 10% of the Clubs voting members.
6.2: Mentoring/Junior Coaches	Mentoring/Junior Coaches- There will be a meeting soon to decide this issue. Linda Dewey is going to chair this committee.

6.3: Quick Books Purchase	Purchase has been made and it is running well.
6.4: Laptop status	Laptop Status- McMorrان has WI-FI, so we are moving forward with designing a system appropriate for our use.
6.5: "Open door policy"	
6.6: Jessica, financial support request	Jessica Schilkey: Motion- Ronda motioned to give Jessica \$425.00 to help her with Nationals. Betty 2nd- motion passed.
6.7: D&O quote	This already approved policy will be bought with \$1,000,000.00 liability coverage of Board Members. The Premium is \$744.00
7: New Business	Skater session change requested- Randi requested to have Leah Moran move from a Beginner to a Junior session on Tuesday. Motion - Linda motioned to move Leah to a Junior session Betty 2nd-motion passed.
7.1: Polices request (if you ahve one please submit to LD)	Linda Dewey asked that anyone with an existing Policy needs to turn it in to her by Nov. 30, 2007. Otherwise it will be deemed null and void.
7.2: Coaches conference	Coaches Conference: Randi stated that some of our coaches would like to attend a conference in Chicago from May 22-24. It would help them to pick up new teaching techniques for skaters. The coaches would like the club to help with payment. Motion: Anissa made a motion to give each of the coaches \$200.00 toward their registration as long as coaches agree to bring back information that will be used to benefit all PHFSC skaters. Andrea 2nd - motion passed. If any other coaches would like to join the conference, the club would also pay \$200.00 for their registration. The remainder of funds the coaches need will be raised in some type of club fundraiser. With the fundraising effort our intention would be to pay for the entire registration fee but we can only commit to \$200.00 for now.
7.3: Conditioning makeup dates/decisions (2-Mon/1-Wed)	Conditioning Makeup: The conditioning teacher had to cancel several sessions. Makeup sessions will be scheduled at later dates. Skater Makeup Sessions: Anissa will chair a committee to discuss make up sessions for skaters who miss. She will bring back recommendations to the Dec. meeting.
7.4: Meet and Greet review	
7.5: Sanctions completed for season (Ice Show and Exhibition)	
7.6: Selling Sat Ice	Sat. morning ice 8:45-9:30 Scott suggested that we use ice as a test day for lower level skaters. It was also suggested we use ice as fundraiser for coaches, sell it to our skaters (\$102.00), programs for practice for Edith.
8: Future Agenda Items for next month-request from the floor	
8.1: These items will be listed as new business for the next meeting	

9: Next Meeting date	December 18, 2007 in the Glacier Pointe Upper Meeting room
10: Drawing; open to members in attendance including board PHCT ticket	Mark Lashbrook won the PHCT ticket
11: Motion to Adjourn	Andrea motioned to adjourn meeting at 9:20 p.m.

Meeting Coordinator: Ronda Bingham

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Agreed Action Points

What?	Who?	Deadline	Status	Notes
1. Check into the Desmond Landing Winterfest	Scott Masgneson	12/13/2007	Not Started	
2. We need someone to chair fundraiser for Coaches conference	Chairperson	12/18/2007	Not Started	
3. D&O purchase	Ronda Bingham	12/18/2007	Not Started	
4. Establish committee for make up sessions	Anissa Arneil	12/13/2007	Not Started	
5. Submit new club by-laws to USFSA	Ronda Bingham	12/18/2007	Not Started	