



**Lansing Skating Club
Board of Governors Meeting Minutes
November 8, 2017**

President Meghan Ziehmer called the meeting to order at 6:30 p.m. and a quorum was confirmed. The meeting was held at Suburban Ice East Lansing.

Board Members Present:

Meghan Ziehmer, President
Ellen Armentrout, Vice President
Nancy Simpson, Treasurer
Diane Van Aken, Secretary
Mary Ellen Ramsby, Member-at-Large
Sally Whitbeck, Member-at-Large
Breeann Anderson, Member-at-Large
Julie Karkosak, Member-at-Large
Emily Roth, Professional Representative

Board Members Absent:

Club Members, Parents, Coaches and Guests Present:

Sarah Capizzo
Kirsten Miller-Zisholz
Ray Naseef

Consent Agenda

The October 4, 2017 minutes will be circulated prior to the next meeting.

Correspondence

Sympathy card sent to Nancy Simpson on the passing of her mother. Meghan also provided notification at the meeting that a donation had been made to the USFS Memorial Fund in honor of Nancy's mother.

A thank you note was received from Grace VanZanten for the Regionals gift and the support our Club provides to our skaters.

Treasurer's Report Summary

Nancy circulated the Treasurer's Report in advance of the meeting via e-mail, which included the Summary Totals of 3 Accounts, October Statements for the 3 accounts, and Transaction Report, showing all income and expense transactions since the October meeting. She noted that our Fifth Third credit card account was officially closed today.

Hannah Miller was presented with a \$50 stipend received from Tri-States Council as a result of qualifying for Midwestern Sectionals, along with the LSC stipend, at our Sectionals Exhibition.

Upon motion made and seconded, the Treasurer's Report was approved.

Membership Report

Sally reported there are currently 134 members. Introductory membership for Sydney Finnell was approved via email. Sally noted that we currently have only one Introductory member. Bree suggested that during the week after the conclusion of the Learn to Skate session, the level 5 and 6 skaters should be invited for "meet and greet" type function, so they and their parents can learn more about proceeding to the next steps in skating. The group fully supported this idea.

COMMITTEE REPORTS

Social:

The Regionals exhibition went well; the Sectionals exhibition was held on Learn to Skate ice. Ellen commented that we should have a consistent, more formal format for all exhibitions. There should be an announcer to direct people to join the celebration and presentations, as well as announce the skaters on the ice. The group felt this was a very good idea. The next exhibition will be on December 9 at 2:30, as a part of the Holiday Show and Skate with Santa. Consistent with past Holiday Shows, the Club will reserve the banquet room and order pizza for the after-show party. Members will be asked to bring desserts/salads/snacks.

Treasurer's Subcommittee:

The group discussed the draft that had been circulated. Ellen will revise the draft consistent with the discussion and circulate in conjunction with the next meeting.

Test:

The November test session used three hours of ice, and included 6 out of club testers. All registrations were submitted through EntryEeze.

Van Camp Competition:

Meghan reviewed an email provided from Jenifer:

1. USFS and Skate Canada sanctions have been received.
2. National Solo Dance application was submitted on the first day they started taking applications.
3. Drafts of the pin and t-shirts were provided. The pin has been revised to reflect last month's feedback. The T-shirts have the chosen quote on the back. They will be available in a variety of colors. The Board agreed to offer skaters the option to purchase an additional t-shirt with registration for \$15. One t-shirt is included with registration.
4. Entryeeze is almost set up and ready to go with the extra announcements. The convenience fee and Stripe fee that is associated with the online registrations still need to be finalized.
5. The goal is to open registration on December 1st.

6. Corie has been working hard on officials; they are almost finalized.

7. Seminar options are still being worked on.

The group was very appreciative of Jenifer's thorough update and efforts at re-branding the competition. Meghan will look into putting an ad for the competition in the PSA publication, at Jenifer's request.

Social Media:

Kirsten is posting on Facebook, and everyone is encouraged to share LSC information. Ray has started editing and updating the website. He suggested that we may want to consider using another website platform, as the one we currently have is only minimally supported. He will provide suggestions. Although he will be leaving the area soon, he will continue to work on this project remotely. All suggestions for organization and content should be circulated to Ray, Meghan and Nancy. The Board is VERY thankful to Ray for his assistance and guidance.

SafeSport:

No update.

Van Camp Awards:

Kirsten and Sarah discussed their concerns with the banner proposal with the group. After discussion, the Board approved language requiring regular, ongoing involvement with Lansing Skating Club and its activities as a requirement for all rewards or recognition, including banners. The language in the Van Camp Awards Committee Rules and Guidelines will be adjusted accordingly.

OLD BUSINESS

Window Graphic

The window graphic for the Studio has been ordered; Sarah will order the parachutes.

Studio

The group discussed the care and cleaning of the Studio. The parent members suggested that the skaters take responsibility, since the Studio is there for their use. Ellen volunteered to take responsibility for how to manage Studio clean-up, including a schedule and pairing up skaters.

2019 Theatre on Ice Bid

The bid has been submitted. If awarded, the group will discuss reaching out to other groups for assistance.

Process/Procedure for Purchases

Meghan will circulate a proposal.

NEW BUSINESS/ACTION ITEMS

Test Board

Lisa Pascoe would like to turn this responsibility over to another volunteer, and has requested that someone be identified so she can train him/her.

New Website

Discussed above

Christmas Show

December 9 at 2:30 p.m.

Next Board Meeting: Wednesday, December 13, 2017, 6:30pm at Suburban Ice East Lansing.

Meeting Adjourned 8:30 p.m.

**Respectfully submitted,
Diane Van Aken, Secretary**