

Minutes from Board Meeting, Wednesday January 5, 2021

President Lynne Greathouse called the meeting to order at 7:11 pm.

Members Present: Lynne Greathouse, President, Abbi Burr, Vice-President, Jodi Schulz, Treasurer, Harley Martinez, Secretary, Tennell Crowley-Laverty, Director, Jennifer Gruesbeck (via FaceTime), Director, Kimberlee Ward, Director

Old Business:

Locker rooms: Lynne Greathouse spoke with a SafeSport employee who told her that the current locker room can no longer be used as a locker room due to SafeSport. The arena has no problem removing the current toilets, however we would need to pay \$10 per cap to close the water pipes. The door must remain open and two adults need to do random checks while we have it open for club members. Abbi Burr offered to put vinyl on the wall stating to the public that this is a private locker room. Harley Martinez brought up the possibility of adding a security camera focused on the door for in case of theft. Lynne then explained how members must abide to the check by three rule, which is that if a minor is in the locker room and adult wants to come in there has to be either another minor or adult in the room with them. Lynne wanted to look into assertiveness training for members. It was a unanimous vote to convert the locker room into a general purpose room. Lynne stated she would get a door stop and some signs.

New Business:

Ice Monitor Schedule: Abbi Burr is in charge of keeping track of ice monitor volunteering with a feature available in Entryeeze. It was decided that the ice monitor can be anyone over the age of 12 and the monitor can be someone who is currently on the ice. Abbi also stated that someone

outside of the family can volunteer on the family's behalf. Ashlynn Weidyk's donations for the Christmas raffle will count towards her volunteer hours.

Christmas Exhibition Feedback: It was requested by the board to change the date of next year's Christmas show to a Friday as it got in the way of skaters' other extracurricular activities. Another request was to call it a winter show instead of Christmas show. The board wants to add a Halloween show for club members only. For the next show, there will be two programs for Learn to Skate USA, LTS, skaters based on their skating level. Lynne Greathouse requested more communication with the next show. Abbi Burr brought up how we need to have a cut off date for LTS show sign up.

Entryeeze and Website Feedback: The general consensus was that Entryeeze was working well. A majority of LTS kids have already signed up and it is easier to keep track of money. Harley Martinez's coaching profile will be uploaded soon, as the information was just sent to Kevin Britton. Abbi Burr asked Lynne Greathouse to send her the coaching profiles for her to update our club display box. The old website was disabled. Lynne suggested to send a gift card to Kevin as a thank you for his help with the website. Harley requested to add the LTS email to the website so we can keep LTS questions separate from club questions.

Unclaimed Punch Cards: Jodi Schulz informed the board that there is currently \$549 in unused cards, which is 42 punches. The board decided to disperse these punches to the club members which will be credited to Entryeeze accounts on February 1st.

Arena Communication: Lynne Greathouse asked Andrew Cowan, the arena's operation manager, if the LTS program can start passing out free popcorn tickets to the kids when they signed up as we used to in years prior. The request was denied, however he said that once we get to summer we can sign kids up for the summer public skate pass. Jodi Schulz stated that the Bay County email system was back running after being down for three weeks. It was communicated to her that the Bay County website had the new link for Sk8 Bay's new website.

Skater Recognition Committee: Abbi Burr volunteered to head the committee. Harley Martinez asked if an email could be sent out to those who requested to be part of the committee, just to ensure they still wanted to be a part of it.

Learn to Skate USA: Abbi Burr asked the question what the skating director does, and stated that we should require job descriptions for various positions. Harley Martinez stated that Melanie Black should be working the table as included in her job description. Kimberlee Ward said that there is nothing in the contract stating she can not delegate tasks to others. Kimberlee also brought up that Melanie does not have any Microsoft program on her computer which is why others have been helping on the technological side. Melanie is also unable to download Entryeeze information due to her computer. Jodi Schulz brought up the possibility of buying a club Chromebook for her to use for LTS. Harley suggested that we give her the extra iPad, which was previously used for ice monitoring, instead of buying a new computer. Abbi added that all we would need to do is buy a keyboard. Kimberlee then said she appreciates having Melanie on the ice as she is not too far away if she ever has a question. It was asked that we create a contract to pay someone as an assistant LTS director. The pay would not be equal to the director position.

Harley added that Adrienne Gallagher, the current assistant LTS director, is able to come out and help with the registration table but Melanie has not communicated with her to do so. National Skating Day will take place on January 26. Abbi requested that the club donate snacks for the LTS skaters. Jodi suggested buying a variety of Little Debbie's snacks since they are individually wrapped. The board also wanted to provide skaters with water bottles. Abbi volunteered to purchase that snacks.

Treasury Update: Jodi Schulz informed the board that all of the club's bills are paid and we currently have about \$45,000 available. She also stated that the club is changing accountants and will now go to her sister's firm. Jodi also is looking into becoming a non-profit as we are being taxed on our income from ice. It was decided to get rid of the Square account, however that action is postponed at this time just in case it is needed. Jodi asked for ideas on how to spend money as she would be most comfortable with approximately \$20,000 in the account. Abbi Burr suggested we spend it on our club members by purchasing charm bracelets where a charm is bought for each milestone a skater hits. Abbi also wanted to see if the club could purchase LTS jackets for our coaches as part of a uniform. These jackets would be bought from Learn to Skate USA. Harley Martinez stated that we should buy new club jackets for all of our members. It was also brought up that the club should reimburse the LTS coaches' background check.

Test Chair Update: Kimberlee Ward emailed the club's coaches to see if there was any skater who could participate in a single panel test. She also brought up the possibility of having a three panel test in either August or September— ideally on a Sunday morning. The club would have to do hospitality and pay for the judges fees. The testing session would be open to skaters from any

club. Abbi Burr thought that Sk8 Bay should host its first Basic Skills competition and she will look more into what is required to host.

Google Drive Access: Lynne Greathouse stated that she would like to change the password of all of Sk8 Bay's accounts. Jodi Schulz agreed stating that it is best for confidentiality and that coaches' Social Security information is accessible. Harley Martinez and Abbi Burr both stated that everyone on the board should have access to the email accounts as we need to trust each other.

Leadership and Governance Section of Self-Assessment: Based on the self governance assessment, Lynne Greathouse said we scored poor. The goal is to improve on our issues and get a gold star assessment. Lynne then explained that the current mission statement of the club is actually a purpose and asked the board to come up with mission statement ideas for the next meeting. Lynne stated that in order to score better, club minutes need to be submitted within a week of the meeting and a consent agenda sent out prior to the actual meeting.

Lynne Greathouse called the meeting to an end at 9:10pm.