

# CAPITAL CLASSICS FIGURE SKATING ASSOCIATION

## June 5, 2017 Board Meeting minutes

**Present:** Scott Stotlemeyer (President), Steve Gaw (Vice-President), Stephanie Patrick (Secretary), Julie Morff (Treasurer), Rachel Bruemmer, Brent Echols, Morgan Bonham, Amy Pavely (Secretary-elect), Carly Potts (intern for Parks & Rec and member)

Scott called the meeting to order at 5:53 pm. A quorum was present.

**President's report:** Scott stated that USFS will need the updated elected board officer information as well as the SafeSport chair from CCFSA. Several USFS scholarships are available to skaters who have passed particular levels. The USFS Championships for 2018 are in San Jose; the Ticket Sales Incentive Program is available. Due to the distance from the event, it is unlikely that members will be interested in participating in the program.

**Vice-President's report:** no report

**Secretary's report:** Stephanie printed and distributed the minutes from the May 17, 2017 board meeting and the May 21, 2017 annual membership meeting. The minutes from the May 17, 2017 board meeting were reviewed and approved. It was decided by the board to table the approval of the May 21, 2017 annual membership meeting minutes until further discussion in the meeting (see New Business for additional information).

**Treasurer's report:** Julie presented the financial information update for the club. The current balance is \$2894.14. After more payments, it is projected that the balance will be \$1409.73.

**Test Chair report:** Rachel stated that there will be a test session held on June 24, 2017 from 10:30 am – 5:30 pm. One gold level judge has been secured for the event at this time; CCFSA will have the test form available online by June 6, 2017 for dance, Pre-Preliminary and Preliminary Moves in the Field, and Pre-Preliminary and Preliminary Free Skate levels. It is hoped that an additional two judges will respond in the next few days to offer more testing to skaters. Rachel will send an update to members by Friday, June 9 if a larger test session is able to be held with 3 judges. No future test sessions have been scheduled at this time. USFS has increased their test fees; CCFSA has increased test fees as well to cover deficits incurred.

**Membership Chair report:** Brent stated there are no new membership applications. The 2017-2018 application for CCFSA membership will be posted on the website.

**SafeSport Chair report:** The board discussed how to present SafeSport information to parents and skaters to be most effective. Brent informed the board of a parent-oriented SafeSport video that is available on the USFS website; it is free, and a certificate is able to be printed out upon completion. The importance of the SafeSport knowledge was agreed on by the board. Rachel made a motion that all CCFSA board members, professional members, coaches, and committee members complete SafeSport training online or by CERs and that CCFSA members continue to sign the annual SafeSport program agreement of awareness with direction provided for more information if parents and skaters choose. Julie seconded the motion, and the motion passed.

**Website Chair report:** Rachel will update the website as needed.

**Apparel Chair report:** Morgan presented the board with the apparel order form that will be available on the CCFSA website and posted in the warming house. The initial order is due June 27 in order for apparel to be available for the Skate-A-Thon event. The profits from the apparel sales will benefit the CCFSA Junior Board Scholarship Fund.

**Junior Board Chair report:** Morgan shared that the skaters were enthusiastic about the upcoming Skate-A-Thon and that they were completing tasks assigned for the event. The Skate-A-Thon will be held July 22 from 4:30-7:30 pm at WPIA in conjunction with a school supply drive. MMT has been contacted to participate in partnering this event; we are waiting to hear back from them to confirm their participation before information is advertised. Existing junior board members are invited to continue to serve on the board; additional members are welcome to join.

**Old Business:** Brent stated that the USFS Community Development Grant was sent on May 31.

**New Business:** The board discussed the election process that occurred at the May 21, 2017 annual membership meeting. Board members were divided on the process and referred to the CCFSA bylaws. Some board members felt that the election process was in accordance with the bylaws, election results should stand, and all members had been given a chance to vote if they wished by being notified of the annual meeting; changes could be made in the upcoming season and not retroactively. Some board members felt that the voting of the board officers was not in accordance with the bylaws and that a revote was necessary, offering all members a chance to vote electronically if they wished to do so. Rachel has contacted Patrick O'Neil, the USFS membership chair, and relayed the conversation to the board and also in a prior email to the board. She referenced a portion of the bylaws; Julie referenced a different portion of the bylaws in further discussion regarding voting. Rachel stated that if the board did not move forward with having the election process redone for this season then she would file a formal grievance against CCFSA. A conference call with USFS will be set up in the near future with board members to discuss this issue further to determine if CCFSA is in violation of USFS rules or CCFSA bylaws.

Rachel made a motion to table the approval process of the annual membership meeting minutes from May 21, 2017. Julie seconded the motion, which passed. It was requested by Rachel and Brent to have the agenda sent out 24 hours in advance of meetings so preparation could be made for topics if necessary. Brent requested that there be a time limit on meetings; this will be further addressed with the new board officers in upcoming meetings.

Upcoming events include Capital Classics Synchronized Skating team tryouts on July 16, 2017 at 5:45 pm, and the Junior Board will meet on June 19, 2017 at 5:45 pm.

The next board meeting is scheduled for July 10, 2017 at 5:45 pm at the ice arena.

The meeting was adjourned at 7:47 pm by Scott Stotlemeyer.

Respectfully submitted,

Stephanie Patrick, CCFSA Secretary