

**BCFSC Board Meeting Minutes**  
**July 14, 2015, 5 pm**  
**Residence of Carolyn Chen**

- I. The meeting was called to order at 5:15 pm.
- II. Roll call:
  - Present: Terri Miller, Tracy Stowe, Lori Kuhlman, Dean Miller, Gina Panella, Courtney Hunt, Christine Cox, Janette Marnik, Carolyn Chen
  - Excused: Mark Cox, Dawn Buczko, Raeann Grivna, Jessica Rusak, Denise Martin
- III. President's Report
  - A. We got a letter from the Beaver County Foster Parent's Association thanking BCFSC for the \$400.00 that the club donated to them from the proceeds of the Spring Show.
  - B. The Board Member's Creed was read.
  - C. The board members signed the USFS Board Members Agreement.
  - D. The Document Retention Policy and the Conflict of Interest Policy was distributed to all board members, to be read individually, signed and returned at the next meeting.
- IV. Treasurer's report: There is no change from the previous report. There will be approximately \$9000.00 in the club's account after the last ice bill is paid.
- V. Membership report:
  - A. BCFSC now has 7 full skating members, 8 social members, 2 introductory members, 3 coaching members, and 1 associate member.
  - B. The USFS is currently revamping their computer/membership system, so there may be some delays in all the skaters' information being fully updated.
- VI. SafeSport report
  - A. Lori passed out flyers from USFS and explained SafeSport's role in skating clubs.
  - B. Under SafeSport guidelines:
    - 1. Coaches Compliance: Coaches must meet minimum requirements to be allowed teaching privileges; US Figure Skating Membership, successfully pass the annual NCSI background screen, current personal liability insurance with required minimum limits, completion of CER courses.

2. Any observed behavior that may seem inappropriate should be reported to the SafeSport Chair (Lori), who will then check with US Figure Skating guidelines to see what action needs to be taken.
3. Eventually, 3 members of each club will be formally trained in SafeSport.

VII. Unfinished business

- A. The Ice Arena will open August 17, 2015. Until Labor Day, they will be open Monday through Friday only. We will find out what time the Ice Arena will have freestyle sessions before we decide whether or not to buy ice time during that period of time.
- B. The Ice Arena will be open for regular hours beginning on September 8.
- C. Terri will meet with Tim Ishman to discuss possibly bringing back the Christmas Show and to try to get better ice time.

VIII. New business

- A. Lori and Tracy nominated Christine Miller to be the new Test Chair. This motion was seconded and unanimously approved.
  1. In general, test sessions are not used as fundraisers, but should not be run with a financial loss either. Volunteers generally provide hospitality for the judges, who are not paid, but do get reimbursed for travel expenses and meals.
  2. There are different levels of judges for the different levels of tests.
  3. We could consider holding tests during freestyle sessions to cut down on costs for ice time.
- B. Visiting/Guest coaches
  1. A visiting coach agreement is recommended by US Figure Skating for all visiting coaches. Lori Kuhlman has submitted a first draft of the club's new policy to the board. Several recommendations and additions were suggested for the draft. Terri and Carolyn will work on finalizing the draft and have it ready for voting at the next meeting.
  2. The Club will now require all visiting/guest coaches to sign the new policy before teaching privileges are granted to use Club freestyle ice session.
  3. The Board of BCFSC reserves the right to decide who can teach during club sessions.
  4. The USFS website has the current listing of all coaches' whom meet the minimum requirements of coach compliance.

5. Visiting coaches will be required to sign-in with the ice monitor before using Club freestyle ice sessions for lessons.
6. A commission will be charged to all visiting/guest coaches using club freestyle ice for lessons. The rate is \$2.00 per half hour and \$4.00 per hour, with a minimum of \$2.00 per session used. The commission is to be paid to the ice monitor on the day of usage.

C. Simplifying ice fees

1. The walk-on fee for non-club members will be \$14.00.
2. We will consider different options for club members, associate members, and Basic Skills students and discuss this at a future meeting. In the meantime, no changes will be made.

IX. Good of the order. A regular meeting day and time was discussed but no conclusion was reached. The next meeting will tentatively be Thursday, August 6 at 5 pm, at Lori's pool.

X. The meeting was adjourned at 7 pm.