

**MFSC Board of Directors**  
**September 23, 2007**

**Members Present:** Vickie Senne, Michele Wollenzien, Cheryl Liu, Deb Radzak, Veronica Bianchini, Kari Schloff, Denice Teipel, Rachel Burroughs and Jill Nusser.

**Jr. Club Representative:** Sharon Schneller

**Secretary's Report: ACTION:** Motion to accept minutes made by Michele and seconded by Denice.

**Treasurer's Report:**

Checking Account	\$ 3,494.49
Savings Account	\$ 3,015.88
A/R	<u>\$15,599.67</u>
 Total	 \$22,110.04

Total owed on credit cards: \$3,730.57

Ice bills have been paid through June 2007. We have not received any ice bills from Community Ed beyond June 2007.

We are doing exceptionally well on our goal to get back in balance. Jill looked back to January 2007 and at that time we owed \$22,512.97 on our credit cards. We now have a balance owed of \$3,730.57 on our credit cards. Jill plans to pay off the credit card balance with the next monthly ice installments. We will soon need to use the credit card for expenses for the 2008 Bend of the River Competition in January.

**ACTION:** Motion to accept the treasurer's report made by Deb and seconded by Denice.

**Review take aways from August's board meeting:**

\*Veronica and Kari - are finalizing the permission slip to be given to parents of skaters that will allow for publishing of their skaters pictures. The permission slips will be placed in the skaters mailboxes this week and returned to Kari.

\*Denice - Fundraising updates:

- a. McDonald's night - 1<sup>st</sup> Monday of each month - 5-7 pm at the Adam's Street McDonald's.
- b. Applebee's breakfast - February

c. Hy-Vee receipts - aiming for a weekend around Easter.

\*Jill - Midwest Accounts: Jill has sent certified letters to all past due accounts. All but one receipt has been returned to indicate that the letters have been received. So far, one family has paid their account in full. If Jill does not receive payment, in full, from the other families by the specified date, she will turn these accounts over to Midwest Accounts and see if they can collect the money for us.

\*Michele - **Medical Leave Plan** - the following plan was presented by Michele and accepted by the board to be added to the handbook:

A skater who is unable to skate because of personal illness or injury may be granted a leave from their skating contract for the duration of such illness or injury. This leave, may be granted upon written request to the Mankato Figure Skating Club Board. This request must be accompanied by a written statement outlining the condition of health and estimated time at which the skater is expected to be able to assume her normal skating. The leave will begin when the written request and doctor's statement is passed by the board. All parental rink duties and fees will be waived during this time. A doctor's written statement must also be presented to the Mankato Figure Skating Club Board giving the skater permission to return to the ice - either on a full-time or a gradual basis.

**Alcohol Violation:** It has been brought to the attention of the MFSC Board of Directors that a senior club skater has violated the MSHL policy concerning alcohol. In the past, we have treated these violations the same as the area high schools. It was decided that this skater will need to sit out 2 skating events: either a competition and an ice show, or 2 ice shows. Specific details concerning this skater and the ice show will be decided at a later date.

**Decisions made by e-mails:** Based on communications with the Gavin family and MFSC board members, it was decided to release the Gavin's from all financial commitments for the fall skating session.

**Injured skater - Marta Faugstad:** Marta broke her ankle and will be out of skating for an undisclosed period of time. The family will be applying for medical leave as soon as they have the paperwork prepared.

**Accident Report Form - Injured Skater:** Nicole Amundson fell during an ice contract a few weeks ago and sustained a cut over her eye. Sharon Schneller filled out an accident report form that the arena had on file. This incident has made the board realize that we need to have an accident report form of our own. Jill will create a form and put the report forms in our emergency card file. It will consist of 2 cards - a. incident form - a person needing a little first aide - band-aide, ice pack, etc. b. injury report form - needed when a skater needs medical assistance.

**Handbook:** Michele and Vickie will be going through the current handbook and revising each section to make it easier to read and find needed information. They will submit the changes to the board at the next couple of board meetings. New handbooks will be handed out to all members before the next contract session starts. Each member will be required to sign for their handbooks.

**Organization:** In an attempt to have important information accessible when it is needed, Vickie will clean out the filing cabinet in the locker room and make room for important papers. These papers will be stored in the filing cabinet: handbook signature forms, forms for medical leave and financial policy signed forms.

The costume books and photo albums that were in the filing cabinet will be stored in the club storage closet.

**Jr. club meeting:** Cheryl, Michele, Jill, Veronica and Sharon reported on the outcomes of the Jr. club meeting held on 9/9/07. The main outcome of the meeting was the needed improvement for communication between the board, Jr. club and Coach Amy. Future decisions will be discussed with Coach Amy before notifying the Jr. club.

**Potluck:** The potluck has been changed to Monday, October 8<sup>th</sup> at 6:00pm.

Deb made a motion to adjourn the meeting and Michele seconded the motion.

Next board meeting will be held on October 28<sup>th</sup>, 4:00pm at The Hub.

Respectfully submitted,

Cheryl Liu  
MFSC Secretary