

**Knoxville Figure Skating Club  
Board of Directors Meeting Minutes  
August 17, 2014**

**Board Members Present:** Mandy Newman - President, Gina Kaeuper - Treasurer, Renee Dudley - Volunteer Coordinator, Debbie Goudreau, Jessica Smith – Communications, Denise Christensen - Secretary, Nikki Ronayne

Meeting called to order at 1:32pm

1. **Vote KFSC/Art on Ice** – Discussion took place regarding what role KFSC should take for the Art on Ice Competition in October. Nikki to provide more information regarding costs, profits, requirements etc. Mandy motioned for KFSC to sponsor Art on Ice in October, not passed. Mandy motioned to further explore partnership/sponsorship of future Competitions/Events, passed. (Nikki abstained from vote due to conflict of interest.) Board members agreed that there should be a contract or written agreement in place with Cool Sports prior to entering into any such arrangement. It was also suggested to explore the cost of renting of the coliseum for comparison.
2. **Secretary/Volunteer Coordinator Positions** – Gina nominated Denise to assume the role of Secretary for the remainder of the term and for Renee to assume the Volunteer Coordinator role. Passed. Mandy to update the board positions with USFS. Mandy reviewed the duties of the secretary with Denise. Board members should forward all correspondence from USFS to all board members. Denise to contact Maureen Dalton at USFS.
3. **Treasurer Responsibilities** - Gina reviewed the responsibilities of the treasurer. Any money received by her for deposit should include a statement showing amount of cash/checks and of what it is for. She will then verify the amount and follow up if necessary.
4. **Membership Update** – Beth not present. Need to ensure that all members have signed all of the necessary forms required. Nikki offered to assist Beth with registration duties. Renee to follow up with Beth to get a list of where members signed up to volunteer. She will then pass on those that volunteered for communication to Jessica. One family has not completed the required volunteer hours for last year or responded to email reminders. Renee to follow up in person.
5. **Awards Banquet** – To be held November 8 at Rothchilds. Mandy to reserve location. Due to added costs, number of tables for silent auction will be limited.
6. **Wreath Sale** – Mandy will chair. Renee to provide list of volunteers. Mandy suggested to kick off the fundraiser at the Fall Weenie Roast. Denise will check with Cool Sports to see if we can set up a table to sell them during Basic Skills

and JSA sessions, may have to purchase a vendor table.

7. **Fall Weenie Roast Date** – Mandy to check dates with Patsy and for Wreath Sale.
8. **Awards Point Sheet** – To be posted and sent to members by September 2 for return by September 23. Mandy will advise Beth/Kim/Nikki. Discussion regarding number of awards and if a reward needs to be given out if no one meets the criteria, to take place at September meeting.
9. **Test Session Recap** – Overall went very well. Rink did not have the room for hospitality cleaned prior. One judge showed up at the last minute. Test chair and committee should have the cell phone numbers of all judges for emergency purposes.
10. Next meeting to be held September 28 at 1:30pm at Cool Sports.

Meeting adjourned at 3:15pm.