

Windy City FSC Board Meeting

January 19th, 2020

In attendance:

- Karen
- Max
- Zoi
- Michael
- Meg
- Valerie
- Carol
- Bev

Absent:

Ryder

Call meeting to order, 5:35 PM.

Voting on consent agenda from Oct 6th, 2019. Carol motions to pass consent agenda, Karen seconds. All in favor. Zoi will post Oct 6th minutes on website.

Revised bylaws

Our conflict resolution policy and our membership categories and voting policies will now exist in documents that are separate from the bylaws. Article 3, Section 1 now simply reads: "The WCFSC shall have membership categories as set by the Board of Directors."

Following a recommendation from USFSA, we have removed the words "eligible," "in-eligible," "amateur," and "non-amateur" as these words caused considerable confusion about who can and cannot be on our board. We support all figure skaters, not just "eligible" skaters. The important thing is that our directors be in compliance with rule PSER 4.00 / 4.70 from the USFSA rulebook. Following this rule, eligible coaches may be board members, but they may not constitute a majority of the board. Additionally, we may have one ineligible board member, but they cannot be a director.

The updated text for article 5, section 2 now reads: "**The makeup of the Board of Directors must be in compliance with USFSA rules PSER 4.00 et al.**" We agreed that we should review bylaws on an annual basis, which includes confirming that the USFSA number for this rule hasn't changed.

Max motions to change bylaws. Carol seconds. All in favor. Zoi will post the finalized bylaws on our website.

The number of directors has officially been changed from nine to seven. Currently, article 5, section 5 says that three members shall be elected annually. This rotating rule no longer works with seven board members instead of nine. With this in mind, we chose to eliminate the part about a specific number of members being elected/re-elected every year, and instead implementing the following wording: "**Members of the board of directors whose terms are expiring shall be re-elected or replaced by ballot at each annual meeting or by ballot through the mail.**" Bev moves to accept new wording. Carol seconds. All in favor.

Conflict resolution policy and member category policy shall also be uploaded by Zoi to the website, along with our finished bylaws. When we notify all club members about our annual meeting, let them know that ANY member of the club over 18 can vote. (Please note that a non-member parent of a minor cannot vote.)

Financial report from Max

Max will change two things. 1) From a financial standpoint, it doesn't matter to us if it's a MITF, dance, or FS test. What matters is if it's an official club test, which costs us money for ice time, or if it's a private session that costs us nothing. 2) He will create two petty cash accounts. One for dance session ice costs, and one for test session ice costs.

How often do we want reports? Twice a year? Max can pull a report at any time, though.

Val pointed out that EntryEeze has treasurer reports. All test session info can be printed out and accessed at any time. Max would prefer to pull this information from the bank statements and from the USFSA, not just from EntryEeze.

If you ever do a deposit (or withdrawal), let Max know!

We discussed (but did not make a final decision about) Learn to Skate membership fees when upgrading to a full account through EntryEeze. As it stands, they are manually entered first into USFSA and the process is not automated through EntryEeze due to LTS skaters not having the same testing or competing rights as a full member.

Directors' and Officers' Insurance

Karen: a big thing to talk about is directors' and officers' insurance. We don't have this right now, and this is important in case someone thinks we did something wrong and wants to sue us. USFSA has partnered with an insurance company to offer a plan specifically for figure skating clubs. 1million: \$550 a year. 2million: \$850 a year. Both have a \$25 fee. I highly recommend that we get insurance.

Max inquires about the deductible, and Michael requests clarification to make sure the policy covers the entire board. Karen confirms that the insurance is for the whole board, and would look into the deductible. Bev suggests that we give Karen the authority to act on her own and get the insurance for us.

Max motions that the board authorizes Karen to contract the club for 1million insurance plan through the company that USFSA has partnered with, as long as the deductible is no greater than \$10,000. Carol seconds. All in favor.

Karen says that USFSA recommends that board members sign a club agreement to work in the best interests of the club, play nicely with everyone, and abide by our bylaws. Zoi raises concern about point #9, and Bev raises concerns about #5. Max says we can customize this agreement and vote on it next time. We can cross-reference the coach's letter as well.

EntryEeze committee update

Val and Karen met and went over a lot of things. Points discussed today included verbiage for online waiver signatures when parents are signing for minors, and how to upload out-of-club forms in EntryEeze.

Val will look into the waiver and signature issue. There will no longer be forms for testing once we move to EntryEeze. You use the site, eliminating the need for a physical form. Do we need to change the waiver language regarding the online signature? Include a link to our website for policies and anything else we want them to reference on our site. This does not replace our website. Membership form will be online as well, no more forms. Consider having language that asks you to read the SafeSport policy first.

Can members electronically sign waivers? Maybe. EntryEeze suggests that you consult with a lawyer in your state for online signatures. You agree that by clicking this, this counts as an electronic signature. Or, post a link to documents that will require a physical signature to be uploaded.

Photo release is already in the waiver, by the way. (Bev's query regarding uploading pictures of minors to our website.)

Our hope is to go "live" with EntryEeze by the second week of February to be ready in time for our March test session.

Val and Karen will meet again for EntryEeze committee before going "live." We're setting a \$3.50 flat fee / convenience charge for EntryEeze transactions. Val will talk to Lisa from EntryEeze to see what she suggests regarding waivers.

7:05 PM Karen motions to adjourn, Carol seconds, all in favor.