



## MEETING MINUTES 2016 July 26 @LVIC

### CALL TO ORDER 5:30pm (ended 8:05pm)

Board Members of the Club called to order a meeting held on 2016 July 20<sup>th</sup> at the Las Vegas Ice Center. It began at 6:45 pm and was presided over by President Michael Nelson, V.P. Christian McAnallen, Treasurer Que Huynh, and HaeKyong "Michelle" McSweeney as secretary.

### ATTENDEES

Voting members: President: Michael Nelson, V.P. Christian McAnallen, Treasurer Que Huynh, and HaeKyong "Michelle" McSweeney, secretary. Non-voting members: Vasilli Mourzine (Test Chair), Hilary Vincent-Philpot, (Competition Chair), Katrina Bohn (Membership Chair), Adam Levy (Assistant to Secretary), Joe & Ashley Cava (Web Site Chair), and Members at Large: Nikki Anderson (former secretary).

### APPROVAL OF PREVIOUS MINUTES

Minutes from 2016 June 20 meeting were approved and signed by the secretary.

### PREVIOUS BUSINESS

1. Transfer of Treasurer duties from Wendy. Que(Kay) and Michael are meeting Wendy on 7/27 to switch signers on the bank account and to pass all files and financial data. An account statement will be provided to the board at the next meeting. Also Board members are to have copy of the 2015 Filed Tax Return for the Club (OPEN).

2. New website design and launch—**Yay Ashley!** [www.skatingclubofnevada.com](http://www.skatingclubofnevada.com) (or .org) is live and it looks fantastic! Action items:

- Michael to send flier for Picnic Aug 6<sup>th</sup> to Ashley to upload to the website (done).
- Vassili to provide Ashley with **August 28 Club Member Recital** info for website (8-28-206)
- Katrina to email new Membership form to Ashley to place on website for download.
- Adam to send Secretary Calendar to Ashley for display on website.
- Katrina to create bio form for the club coaches to complete for inclusion on "Our Coaches" tab. Bio's to be 250 characters long. Non-member Coaches affiliated with LVIC will be listed by name along with a contact email TBD
- Joe Cava to be reimbursed \$24 for website registration fee.
- Parents can submit their child's skating photos (current members) to be placed on the website. Send all such photos to Vassili at [vassili@lasvegasice.com](mailto:vassili@lasvegasice.com)
- Board members to have their photos placed on website as well under the appropriate tab.

3. Social Media Chairs are now assigned - Pauline Powell and Natalie Kowalski.

- Social Media Chairs – Natallie and Paulina were not present. Natallie now has "Editor" rights on the Club's Facebook Page. Paulina is working with Wendy to replace her as the Admin. **Action Item for Chair:** Review general privileges to insure all posts are subject to Editor or Administrator approval prior to publishing (OPEN).



4. Bylaws Revisions – still in progress. Board to submit recommended updates and changes to Adam. He will combine suggestions for later board review and voting. (OPEN)

5. Report on Junior Board formation – Adam to write a brief summary of the function of the Junior Board and each of its four elected positions. All board members to assist Natalie with organizing Junior Board Nominations and elections (OPEN).

6. Desert Ice

- Medals– Update – Board approved use of new medals (unanimous). Order counts to be provided at September meeting.
- Judges from 2015 – Invitations out – Vassili to contact 2015 officials except for accountants which Michael will contact.
- Accountants – Michael to reach out and see if we can have same ones from last year.
- Room Reservations for judges& officials – Christian to contact Hampton Inn to negotiate 10 room reservation block for Nov. 18 & 19. Kay to arrange payment once confirmed.
- Travel arrangements for judges & officials – To be completed as soon as officials are confirmed.
- Entryeeze– Vassili, Adam and Michael to work on setting up Desert ice and data entry as needed. Hilary to assume when back from vacation Aug 22.
- Vendors – Nikki will be asked if she would be interested to handle this.
- Coach PSA/USFSA status check– Completed as coaches check in at event.
- Special Awards – 4 Qty. – Michael to contact Crown Trophy to receive quote.
- Skater/coach lanyards– Checking inventory
- Gift bags– check with the people who provided bags for Red, White and Blue. We'll need to ask for items to be donated.
- Transportation for judges & officials– Will ask for volunteers prior to event.
- Programs– 2015 Program to be reviewed at September board meeting.
- Curtain Rental– Kay will contact company who provided the curtain in 2015.
- Publicity – Social Media Chair will be asked to assist with this on Facebook and Instagram. Michael to check with Angela Perez about Twitter.
- Tossies? – A toy drive will be scheduled for Oct. or Nov. Stuffed animals and flowers will be allowed for first day of competition only (Saturday 19<sup>th</sup> of November).
- Roses will also be sold (hopefully donated from Smiths) so parents can give to their skaters (not to be thrown onto the ice).
- Test session will be Friday afternoon Nov 18<sup>th</sup>.

## NEW BUSINESS

1. **August 28 Club Member Recital – Plans to be announced on new website and Picnic.**
2. Storage Unit– Adam and Michelle to meet with Wednesday on July 27 to remove all items from current storage location and temporarily moved to their hangar storage in NLV. Adam and



Michelle will perform an inventory which will be provided to the board in the September meeting.

3. Update officials on 501c3 – Kay and Michael to work on updating to reflect current board.
4. Fund Raising Chair – The board passed a motion (unanimously) to create a Fund Raising Chair. An email and txt will go out asking for volunteers who are interested.
5. Monthly Meeting – The board agreed to hold a monthly meeting the first Wednesday of every month. The time TBD.
6. Jackets will be considered for all adult members volunteering for Desert Ice to give a more polished and professional appearance to our competition. Vassili and Adam to bring samples of some jackets to compare. Plan to have names and the Skating Club of Nevada printed (along with the logo?)

#### MAIN MOTIONS

1. Coaches featured on Website (members) and affiliated coaches will also be listed.
2. All plans for website and Desert Ice above passed unanimously.
3. Use of entry-eeze for Desert Ice passed unanimously.

#### OFFICERS REPORTS

Secretary: Remind 101 is now in action. Cell phones will be added so that all members are provided real-time information via TXT about their club and events as well as needs. Roster is updated and all emails input. Group emails to all members have been going out and none have bounced back.

See attached AGENDA for today's meeting

#### ANNOUNCEMENTS

**\*\*\* Next meeting set for Wednesday Aug 3<sup>rd</sup> at 6:45 pm at LVIC – agenda will be the Picnic Arrangments and Planning (final)**

**Prior Announcement: MEETING AND POT LUCK August 6<sup>th</sup> at 5pm at Pam Rodriguez' home: 1470 S. Tenaya Way, Las Vegas, NV 89117 (North of Oakey, btwn Sahara and Charleston). Bring folding chairs. No Alcohol was decided.**

#### ADJOURNMENT

President moved to adjourn meeting – motion carried (8:05 pm).