

**DFSC REGULAR BOARD MEETING**  
**6:30 PM, 30 AUG 07, STARBUCKS**

The meeting was called to order at 6:37 pm. Board members attending: Rachel Bakhour, Robin Meadows, Barb Philipp, Alicia Carr, Cassie Papajohn and Lisa May. Members not in attendance: Suzie Nyquist, Wendy Julia and Denise Archuleta.

**Minutes of July Meeting:** Previously e-mailed. Lisa May moved the minutes be accepted and Barb Philipp seconded the motion. The minutes were approved.

**Treasurer's Report:** **The** final treasurer's report from Bev was emailed to all board members. Robin Meadows moved that the report be accepted and Lisa May seconded the motion. The final treasurer's report was approved.

**Mile Hi Meeting:** The last meeting consisted mainly of the teleconference call. All of the Mile Hi clubs participated. Here were the points of discussion in the conference call:

- Background Checks: all coaches for international travel will undergo background checks by USFS. Local clubs may interface with the vendor to run a national background check.
- Mr4 Probationary Status Clubs: Harder restrictions will be placed around the formation of new clubs. Will clubs have to present a business plan? Will clubs be geographically based? Will clubs have to test-run a mock competition? Should there be a greater percentage of skaters in the club as members? Discussion was directed to gather input from the local level and the initiative is still in the exploratory phase.
- Changes to Moves in the Field requirements. Twizzles will be added; however, the test will not be longer.
- Ice Network

HQ will release a new Parent Survival guide in May and is drafting a fund-raising guide. After the conference call, discussion involved changing the skating portion of the State Games to Winter Games. This is a special interest item of Carol Zelles.

**Coaches' Reception:** We have a quote from Maggiano's. Lisa May will contact some other places and Lisa and Suzie will make a decision. The date has been changed to Nov 11, 2007, to accommodate the PSA Coach's Seminar held on Nov 4. We have budgeted \$1200.

**Email Distribution:** Cassie Papajohn will be the email account manager; no one else should have a reason to go into the Google account. If anyone needs something emailed, send it to Cassie and she will forward it to the membership. Currently, Rhonda White is still sending out mass emails. About 30 email addresses were corrected. There are a handful that are still inaccurate. Some of these are duplicate email addresses. Some of them may have to be corrected with USFS. We need to cross-reference the USFS roster with the membership application. denverfsc is now available in gmail; for now we will use the first account as well.

**Newsletter:** Shawna recommends we use Constant Contact instead of Publisher to establish a consistent format. It costs \$15.00 per month. Shawna will coordinate with Barb for payment.

**Membership:** We currently have 226 members. Cassie presented us with a list of members who did not renew and we made corrections. People chose whom to call. Robin will call all associate members who did not renew. Certain coaches did not renew because they lost students and have no incentive to join our club. Do we want to sponsor coaches for renewal this year? We will abide by our ruling. We will call all members to welcome them to this year's activities. Cassie will delineate the list by N(ew) or R(eturning). Some people prefer a paper directory. Cassie will compile a new directory. It can also be accessed through USFS. Cassie will compile a new directory, divide it alphabetically and assign welcome phone calls by the end of September. We will verify email addresses, ask if they use email and see if the skater wants email as well as the parent.

**New Membership Form and Welcome Packet:** Tabled until next meeting.

**Club Ice:** We cannot have another November date. Reference Southwestern exhibitions, there are only a few skaters and coaches going to Southwesterns. Should we cancel judges and technical specialists because of low turnout? Cassie advised not feeling badly about this because of their busy schedule right now.

- Sep 9: Keep judges and critiques; perhaps offer them dinner. It will be held at Family Sports and will be opened to everyone.
- Oct 6: Send-off party for SWs and club ice after exhibitions. We will check with Carol Fox to see if she would do a dance clinic.

**Storage Locker:** We agreed to spend \$25 per month more for a total of \$75 per month for a larger storage locker. Suzie will install shelves.

**Southwesterns:** Should we pay for this year's SW entrance fee or should we send a nice gift? We will have a cake and small gift for exhibitions on Oct 6. Lisa May will ask coaches exactly who might be going to SWs. We will discuss the payment of SW entry fees at our next meeting. How can we pay them legally? Roger Rios is designing the ad for SW. Barb will coordinate payment

**Showtime on Ice:** A murder board was held for the last SOI. Financials will be presented next meeting. The next SOI will feature the Wizard of Oz and High School Musical.

**Keystone on Ice:** South Suburban and Family Sports will host a Christmas Ice Show at both arenas on Friday, Saturday and Sunday for Learn to Skate students. This should not

impact Keystone. Keystone should be huge this year – all 3 syncro teams will participate. Rachel will ask Deb Dieter to coordinate the food.

**Budget:** We discussed holding one year of revenue in reserve. 14K was also proposed. We need to revise our current budget and increase certain line items. We will include \$1500 for Judges' Scholarships. We have had no response for a financial advisor from our membership. We will also have to pay an outside accountant to audit our accounts. We tabled discussion on our budget reserve.

**On-line Registration:** Cassie proposes designing an on-line registration system that could benefit members beyond DI. It could be linked to PayPal. Each member would fill out a profile and then choose a form or application to populate. Alicia met with Jayme to discuss the current system. Cassie proposes making the system easier to work with this year and adapting it next year. Monies spent by the club would buy:

- Hosting site for data, including servers and firewalls to establish a secure site
- Development costs
- Workflow system that could import data into our existing system

We would have a contract with a company, not Cassie; there would be no monthly fee for data storage and out-year costs could be negotiated then. Cassie would be done by Nov 10, 2007.

Concerns: Could we email practice schedules?

What did we pay the original designer for his system? What will we have to pay him to modify his system?

How do we word this information for the DI announcement?

DI should not have a requirement to register on line. PayPal charges a percentage per transaction.

**DI:** Jayme is working on the sanction. The entry fee will be raised and the IJS fee will be all encompassing: \$90 for 6.0 and \$110 for IJS to include warm-up ice.. Do we want to use the USFS Basic Skills format? We should include DI in both the Basic Skills series and the Future Champions series. Cassie is putting together a stronger group of officials, to include more from out of state. Officials and technical specialists will be confirmed before November. This will involve three extra people. The dates are March 14-16. Jennifer Peterson will be the Judges Liaison. Cassie will include requests for volunteers in the newsletters with a list of duties and time commitments. Carl will be the Chief Accountant for both judging systems. We should rent a copier and have on-call service as well as service our own copier. We need a fast, office copier, not a desktop model.

**DU Response Letter:** The response is being drafted.

**Club Jackets:** We need an order to be submitted now, so jackets can be bought for Christmas. We will order 10 jackets right now. October 5 will be the deadline. Rachel will email Deb Donalley to train Denise. We will include the jacket order in the newsletter with Denise's email. A syncro team member just bought an embroidery business.

**Dance Scholarship:** A young dance team has been formed that could qualify for the scholarship money. We tabled any further discussion.

**Additional Items:**

- Contracts for syncro ice and club ice were reviewed and signed.
- Newsletter: DI volunteer push
  - Good luck to SW competitors
  - Start of the Syncro season
  - Keystone article
  - Coaches' Reception
  - Club Ice
  - Welcome letter from the President
  - Test Corner

The meeting was adjourned at 9:49 pm.