

LSA Board of Directors, April Meeting Minutes
Sunday, April 19, 2020

Called to order by LSA President, Hilary Pohn at 6:05pm. The meeting was held on-line in a private Zoom meeting room.

Attendance: Hilary Pohn, John Hofmann, Lauren Irving, Crystal Good, Terry Giltner, Stephanie Peters, Petra Uchida, Jennifer Battat, Sheri Carey, Jeremie Cabanban, Jeanette Thomson, Steve Sizemore, and Jessica Mills-Kincade (Skating Director, advisor to the board)

Absent: Kirstin Grassman (proxy held by Hilary Pohn)

Consent Agenda reports including the March Meeting Minutes, March meeting to appoint BOD and officers, Governance Report, Secretary's Report, President's Report, V.P. Report, and Skating Director's Report were sent to board members by Terry Giltner prior to the meeting for their review. Sheri asked that the Minutes for the Meeting to Appoint BOD and officers be removed from the Consent Agenda. It was removed and will be included in the Consent Agenda at the next board meeting.

Motion to accept the other documents in the consent agenda was made by John Hofmann and seconded by Stephanie Peters. Vote to accept Consent Agenda Reports was unanimously approved.

Treasurer's Report: Treasurer, Lauren Irving, reviewed the end of year 2019-2020 budget and provided an overview of the 2020-2021 budget. She gave detailed explanation of what various line items mean for the benefit of the new board members.

Other reports:

- **Skating Director**

Jesse reviewed the highlights of her Skating Director board report and the newsletter that will go out to membership this week.

- **Membership**

Kristin Kephart, Membership Chair, presented information about membership categories for our on-line membership registration via Entryeze. Consensus was to use First Family (18 and over) and First Family (Under 18), Parent, Additional Family Member (18 and over) and Additional Family Member (Under 18). Kristin will send test registration email to board members for feedback on the registration process. Once everything is in order, registration for the 14.5-month introductory membership will commence.

- **Governance**

Sheri Carey, Governance Chair, presented the summary of LSA's Checklist for Success that was sent to US Figure Skating. Overall, we are doing a good job. The board will begin looking at ways to improve our success for next year's survey.

New Business:

- **Summer Training Schedule**

Jesse reviewed the tentative summer schedule including skating sessions and off-ice classes. It is still a tentative schedule because ice time has not been negotiated with Iceland due to rink being closed during the COVID-19 pandemic. Sheri motioned to accept the schedule as presented by Jesse. Jennifer Battat seconded motion. Motion passed by unanimous vote.

- **Annual Membership Meeting**

The agenda was set for the Annual Membership Meeting. The meeting will be conducted via Zoom in a protected on-line meeting. Members will need to register for the meeting. A secured link will be sent to participants to access the meeting. Based on our members who are eligible to vote, we will need a minimum of 21 people to vote "in person" or via proxy. We will use the private chat feature of Zoom for members to

send LSA Secretary, Terry Giltner, their vote. Votes and proxies will be verified and tabulated and the results reported during the annual meeting.

Sheri Carey reviewed the proposed bylaws change as it relates to appointing a replacement in the event of an Executive Committee member vacating the position. Terry Giltner motioned to accept the bylaws change as presented and was seconded by Jennifer Battat. Motion passed by unanimous vote.

- **Zoom purchase**

The purchase of a Zoom membership was confirmed. A special vote, via email, was conducted on April 14, 2020 in accordance with rules outlined in LSA's Bylaws. John Hofmann made a motion to purchase a Zoom membership, paid monthly and Terry Giltner seconded. The email vote returned a unanimous agreement first, vote via email, and second, to purchase the subscription.

- **Proposed LSA Annual Award**

Sheri presented information regarding an annual award presented to a skater or skaters at the Annual Banquet. There was lots of conversation. Proposed award was sent back to the committee to refine the details.

Old Business:

- **Annual Banquet** LSA is 20 years old!! Discussed how to incorporate a 20-year celebration into the annual banquet. Terry will talk with Banquet Chair, Bethanie Opell about how to mark this milestone in LSA's history.

- **LSA App**

Stephanie Peters will give a follow-up report at the next board meeting.

- **LSA Calendar on Website**

Jesse has created an LSA working calendar on the LSA website. It is a Google calendar that will include important LSA, as well as, Board of Directors dates for competitions, test sessions, contract registration, payment deadlines, meetings, special events or activities, etc. Jesse and Terry have access to update calendar when necessary.

Adjourn: Motion to adjourn at 8:23pm made by Sheri Carey and seconded by John Hofmann.

Next meetings: May EC Meeting: TBD

Annual LSA Membership Meeting: Tuesday, May 19, 2020 at 7pm via Zoom

Respectfully submitted by, Terry Giltner, LSA Board Secretary