

**LSA Board of Directors, June Meeting Minutes**  
**Tuesday, June 30, 2020**

**Called to order** by LSA President, Hilary Pohn at 7:11pm. The meeting was held virtually, via Zoom. Meeting minutes were taken by LSA board member and Secretary, Terry Giltner.

**Attendance:** Terry Giltner, Stephanie Peters, Lauren Irving, Petra Uchida, John Hofmann, Jennifer Battat, Sheri Carey, Steve Sizemore, Jeanette Thomson, Kirsten Grassman, Jon Becker and Jessica Mills-Kincade (incoming Skating Director, advisor to the board)

**Absent:** Jeramie Cabanban (proxy held by Hilary Pohn), Petra Uchida (proxy held by John Hofmann)

**Consent Agenda** reports including BOD April Meeting Minutes, Minutes of Meeting to Approve PPP Loan, Special Called Meeting to Amend PPP Loan, Email vote for PPP Loan, Minutes Emergency Meeting to Amend 2020/2021 Budget, 2020/2021 Annual Membership Meeting Minutes, Email Vote on Approval of Summer Schedule and COVID-19 Waiver, Minutes of Emergency Meeting to Approve Return to the Rink Procedures, President's Report, V.P.'s Report, Secretary Report, Governance Report, Skating Director's Report were sent to board members by Terry Giltner prior to the meeting for their review. Motion to accept consent agenda was made by Terry Giltner and seconded by Jennifer Battat. Vote to accept Consent Agenda Reports was unanimously approved.

**Treasurer's Report:** Treasurer, Lauren Irving, reported that a second 12-month CD has been invested at Republic Bank.

**Other reports:** No additional reports this month.

**New Business:**

**Letter of Resignation** Hilary read Crystal Good's, LSA Treasurer, letter of resignation. John Hofmann motioned to accept Crystal's letter of resignation and was seconded by Sheri Carey. The vote was unanimous to accept Crystal's letter of resignation as LSA Treasurer effective immediately.

**Appointment of Treasurer** Hilary introduced Jon Becker, skating parent and willing volunteer to take on the Treasurer position. Jennifer Battat motioned to accept the nomination of Jon Becker as LSA Treasurer and was seconded by John Hofmann. The vote was unanimous for Jon Becker to be appointed as LSA Treasurer, effective immediately.

**Iceland Contract** Hilary Pohn and John Hofmann updated the board as to where we are with our ice contract negotiations with Iceland. The EC continues to discuss the best way to keep LSA functioning and how much ice we can afford. There are plans to talk with Iceland this week.

**Phase 3 Registration** Jesse proposed the schedule for Phase 3. There was a lot of discussion by board members on how we can best complete the summer training schedule and maintain the fiscal integrity of the Club. Among the discussion points was the suggestion to change the day and time for Phase 3 registration so the Phase 3 schedule could be finalized, and membership had an opportunity to see it before registration began. The Board had previously approved Phase 3 registration to be held on Wednesday, July 1<sup>st</sup> beginning at 9PM. Sheri Carey motioned to change the Phase 3 registration time to Thursday, July 2<sup>nd</sup> beginning at 7PM and was seconded by Terry Giltner. The vote to change the registration time was unanimously approved.

**New Coaches** Jesse presented two people who are interested in coaching with LSA. Meghan Halaburda was submitted for consideration as a skating coach for LSA. Meghan is a USFS Double Gold Medalist in Freestyle and Moves in the Field. She competed for the Indiana University Figure Skating Club at Collegiate USFS competitions. She has coached private lessons and LTS. Sheri Carey motioned to approve Meghan Halaburda as an LSA coach and was seconded by Jennifer Battat. The vote to approve Meghan as an LSA coach was unanimous.

Jesse also submitted Jennifer Bacilio for consideration as a skating coach for LSA. Jennifer has 30 years of coaching experience and is particularly interested in teaching LTS classes. John Hofmann motioned to approve Jennifer Bacilio as an LSA coach and was seconded by Sheri Carey. The vote to approve Jennifer as an LSA coach was unanimous.

**Safe Sport requirements** Terry reminded board members that everyone needs to complete their Safe Sport training and submit the necessary information for a background check through USFS.

**Bylaws Changes** Terry shared that the Bylaws change that was voted on at the Annual Meeting in May brought to light additional changes that can be made to update current bylaws. Some of the changes are punctuation and typos, other changes are additions that are not currently in the bylaws. She asked if anyone is interested in helping with this project to let her know.

**LSA Records Retention and Destruction Policy** John Hofmann explained the use of and need for a Records Retention and Destruction Policy to ensure that LSA maintains all necessary documentation. Hilary Pohn moved to adopt the policy as written and was seconded by Steve Sizemore. The vote to adopt the Records Retention and Destruction Policy was unanimous.

**Old Business:**

**Membership Update** Terry updated the board that we have 166 members as of June 30<sup>th</sup>. The uncertainty surrounding the COVID-19 pandemic has reduced our membership numbers.

**Banquet** Terry reported that if we could wait to hold the banquet in September, we could use Middletown United Methodist Church for a venue. There is ample room for social distancing while all sitting “together”. There are two large screens that would allow everyone to see the slide show and awards presentation. It is also airconditioned.

**RHP Award** Jeanette reviewed the process she and Sheri used to come up with options for selecting a selection committee and suggestions regarding the administration of the selection process. Board members will read the presented document to think about the process and bring forth questions at our next meeting.

**Return to Rink Policy** Jesse requested that the board adjust the Return to Rink Policy to allow partnered pattern dance and the use of the harness during Phase 3. John Hofmann moved to change the Return to Rink policy to allow partnered pattern dance and the use of the harness and was seconded by Stephanie Peters. The vote to accept the policy change was unanimous.

**Adjourn:** Motion to adjourn at 9:18PM made by John Hofmann and seconded by Terry Giltner.

**Next meeting:** Thursday, July 30, 2020 via Zoom

Respectfully submitted by, Terry Giltner, LSA Board Secretary