

**LSA Board of Directors, August Meeting Minutes**  
**Thursday, August 20, 2020**

**Called to order** by LSA President, Hilary Pohn at 7:03pm. 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, John Hofmann, Jennifer Battat, Sheri Carey, Steve Sizemore, Jeanette Thomson, Jon Becker, Jeramie Cabanban, Steve Sizemore and Jessica Mills-Kincade (LSA Skating Director, advisor to the board)

**Absent:** Kirsten Clark

**Consent Agenda** reports including the BOD July Meeting Minutes, President's Report, V.P.'s Report, Secretary Report, Governance Report, and the 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 John Hofmann and seconded by Jennifer Battat. Vote to accept Consent Agenda Reports was unanimously approved.

**Treasurer's Report:** Treasurer, Jon Becker, reviewed current financial status of club. Hilary added that Republic Bank is recommending we wait for the US Treasury Department to finalize the one page signature document for the PPP Loan so we can use that instead of the more cumbersome multi-page document.

**New Business:**

**Return to Rink Policy Amendment**

Jon Becker emailed the Return to Rink Policy amendment to the board for their review prior to the meeting. During the meeting, Jon explained the rationale for amending the policy with respect to COVID-19 quarantining and notification for membership. Edits were made to Section 2 of the Return to Rink Policy. Motion to approve amending Section 2 of Return to Rink Policy made by John Hofmann and seconded by Terry Giltner. The vote to amend the Return to Rink Policy was unanimously approved.

**Injury and Illness Policy regarding COVID**

John Hofmann and Jon Becker reviewed the Illness and Injury Policy with the board. There was lots of discussion about credits for missed skating due to COVID-19 quarantine. Terry Giltner moved to add a maximum of 14 days to the Injury and Illness Policy. The amendment to the Illness and Injury Policy passed with a vote of 11 year and 1 nay. Jennifer Battat moved to accept the policy as amended and was seconded by John Hofmann. The amended policy was unanimously approved.

**November Competition/Exhibition**

The board discussed whether or not to hold the Fall Competition. After discussing issues such as participation, securing officials and a sanction, John Hofmann moved to cancel the November Competition and was seconded by Jennifer Battat. A vote of 11 yes and 1 no approved the cancelation of the November Competition. Instead we will try to hold an Exhibition along with the November test session. Jesse will talk with Becca Hatch-Purnell, Competition Chair, about how to proceed with an Exhibition.

**Sponsorship/Fundraising**

Hilary and Jesse have been discussing how to structure the sponsorship levels and what benefit level would receive. They are still in the planning process so any suggestions are welcome.

**5-Year Plan**

Sheri Carey, Governance Chair, recommended the board begin the process of creating our next 5-year plan. She explained who would be on the committee (Executive Committee members, other board members, coaches, parents, etc.) If anyone is interested in participating on this committee, let Hilary know.

In addition, Sheri asked if board members would let Hilary know if they plan to run again when their term is up either this March or next March.

### **SWOT Analysis**

The first step in our 5-year plan is to conduct a SWOT analysis. During the meeting we reviewed the questions related to Strengths and Weaknesses. Jesse created a poll using an app. Board members answered questions in the poll and Jesse combined the responses to each question on a separate piece of paper. We will complete the SWOT analysis (Obstacles and Threats) at the September meeting.

### **Appoint Chairperson for RHP Award Administrative Committee**

Sheri motioned to approve Jeanette Thomson as the RHP Award Administrative Committee Chairperson and was seconded by Terry Giltner. The board voted unanimously to approve Jeanette Thomson as the Chair of the RHP Award Administrative Committee Chair. Jeanette has helped to form the beginnings of the RHP Award selection process so she is a natural choice as chairperson.

**Adjourn:** Motion to adjourn at 8:37pm made by Jennifer Battat and seconded by John Hofmann.

**Next meeting:** Thursday, September 24, 2020 via Zoom

Respectfully submitted by, Terry Giltner, LSA Board Secretary