

LSA Board of Directors  
**April Meeting Minutes**

---

Tuesday / 25 April 2023 / via ZOOM

**CALL TO ORDER** by LSA President Hilary Pohn at 7:45pm. The meeting was held virtually via Zoom, minutes recorded by LSA Secretary Mary Vaughn.

**MEMBERS + ADVISOR PRESENT:** Kim Baker, Jennifer Battat, Jonathan “Jon” Becker, Matt Byrdwell, Jeramie Cabanban, Kim Desmond, Terri Haynes, Austin Masterson, Jessica “Jesse” Mills-Kincade (Advisor), Kathryn Mills, Gail Nall, Hilary Pohn, Michelle Smith, Mary Vaughn

**MEMBERS ABSENT:**

**CONSENT AGENDA:** Reports (President’s Report, Vice President’s Report, Secretary’s Report, Governance Report) were emailed to BOD by Secretary Mary Vaughn for review prior to meeting. Governance Chair Jennifer Battat moved to approve the Consent Agenda; Hilary Pohn seconded it. It was unanimously approved.

**TREASURER’S REPORT:** Treasurer Jon Becker gave an overview for new members including the end of year budget plus the budget approved for the next fiscal year.

**OLD BUSINESS:**

- 1. Governing Council:** LSA has 4 delegates—Jessica Mills Kincade (in-person), Mary Vaughn (in-person), Gail Nall (proxy), Valory Thompson (proxy)
- 2. Annual Membership Meeting:** Meeting is set for May 9, 2023 via Zoom with announcements to website and club being posted.
- 3. Annual Banquet:** Task force leaders Hilary Pohn and Jeramie Cabanban are in final planning stages for the banquet scheduled for May 18, 2023.
- 4. RHP Award:** Mary Vaughn reported that task force leader Jeanette Thomson confirmed 4 nominees and is in the process of inviting the selection task force members.

5. **Seminars/Clinics:** Director Jessica Mills Kincade updated on the Dream Team Seminar registration, plans and private lessons. Plans for 2nd clinic, Grassroots to Champions (G2C) were unanimously approved by the BOD.

#### **NEW BUSINESS:**

1. **Active Shooter Policy Inquiry Update:** Jessica discussed research done in response to inquiry to the EC. Kim Baker volunteered to help with creating a plan for LSA.
2. **New Jr. Instructor Approvals:** Three new Jr. Instructor candidates were presented. Jennifer Battat motioned; Kathryn Mills (1st candidate), Terri Haynes (2nd candidate), and Hilary (3rd candidate) seconded the motions. The BOD voted and approved all 3.
3. **New Membership Welcome Letter/Extended Membership (14.5 Introductory):** Kathryn explained the updates to the new membership welcome letter.
4. **Off-Ice Area Remodel + Summer Contract:** Jessica informed the board of the progress of the off-ice area remodeling. Changes in the summer schedule, including off-ice class structure, was discussed.
5. **Checklist for Success:** Jennifer explained the Checklist for Success tool to board members for club operations assessment.
6. **New Task Force/Chair Openings:** Hilary notified BOD of openings. Kim Desmond volunteered to research the needed information for club travel agent/arranger, and Gail Nall volunteered to take on the sanctions chair position. Mary updated the designation in the U.S. Figure Skating system.
7. **Spiritwear Store:** Spring store is open until May 19. It won't open again until the fall.

**ACTION ITEMS:** n/a

**ADJOURN:** Jennifer Battat made the motion to adjourn; Kathryn Mills seconded. Hilary Pohn adjourned the meeting at 8:40pm.

**NEXT MONTH'S MEETINGS**

2023 LSA Annual Membership Meeting=05/09/23 @8:00pm

June 2023 EC=06/20/23 @7:30pm

June 2023 BOD=06/27/23 @7:45pm