

LSA Board of Directors  
**January Meeting Minutes**

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Tuesday / 23 January 2024 / via ZOOM

**CALL TO ORDER** by LSA President Hilary Pohn at 7:47pm. The meeting was held virtually via Zoom, minutes recorded by LSA Secretary Mary Vaughn.

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

**MEMBERS ABSENT:** Jon Becker (Hilary Pohn, proxy), Austin Masterson, Kathryn Mills

**CONSENT AGENDA:** Reports (President’s Report, Vice President’s Report, Secretary’s Report, Governance Report, Skating Director’s Report, October 2023 Meeting Minutes, and November 2023 Meeting Minutes) were emailed to BOD by Secretary Mary Vaughn for review prior to meeting. Vice President Matt Byrdwell moved to approve the Consent Agenda; Governance Chair Jennifer Battat approved. The BOD unanimously approved.

**TREASURER’S REPORT:** Skating Director Jessica Mills Kincade reported on the budget in Treasurer Jon Becker’s absence. Discussions of targets and positive gains from contracting, NOI, and Winter LTS were noted as the end of the fiscal year approaches.

**OLD BUSINESS:**

- 1. Sponsorship:** President Hilary Pohn shared that sponsorships reached over \$14,000.
- 2. NOI Recap:** Skating Director Jessica Mills Kincade discussed the task force’s recap meeting regarding dates for NOI 2024. BOD members weighed in.
- 3. February Test Session:** Test session was split (2/9=singles/skating skills and 2/24=ice dance only).
- 4. SEGL/Spring Competition:** Jessica talked about the competition and upcoming need for volunteers on competition weekend.

- 5. 2024–2025 BOD Nomination Ballot Approval:** Governance Chair Jennifer Battat reported 9 candidates for the BOD ballot approval. Kim Baker made a motion to approve the ballot; Jennifer Battat seconded. The BOD approved.
- 6. LSA Coach Mentorship Program:** Jessica briefed the BOD on the status of the program approved at the previous BOD meeting. Recommendations from members were noted

#### **NEW BUSINESS:**

- 1. SkateSafe Compliance Updates:** SkateSafe Chair Gail Nall reminded BOD members to check and keep compliance updated.
- 2. New LSA Equipment (Printer/Copier, Laptop):** LSA and LTS equipment were discussed. BOD approved the purchase of a new LSA laptop for the skating director following motion made by Terri, seconded by Jennifer.
- 3. Sheri Carey Award:** BOD voted to approve creating a test-based club award in honor of founding member Sharon Carey. Jesse planned to convene with a group to establish criteria for the award.
- 4. Strategic Planning Reboot:** BOD is nearing a reboot of the Strategic Planning Task Force.
- 5. Hospitality Task Force Leader:** Jessica shared that Leader Kathryn Mills communicated that she won't be available to chair for the next board term. Leader descriptions were explained to the BOD.

#### **ACTION ITEMS:** n/a

**ADJOURN:** President Hilary Pohn motioned to adjourn; Terri Haynes seconded. Hilary Pohn adjourned the meeting at 8:41pm.

#### **NEXT MONTH'S MEETINGS**

February 2024 EC=D02/20/24 @7:30pm

February 2024 BOD=02/27/24 @7:45pm