

Roseville Figure Skating Club (RFSC) Meeting: 11/20/2025 – 6:00pm, Raider Room

Board Members	Chairs and Representatives
Matt Robertson, President – Present	Kelli McClellen Hagen, Rising Stars & Competition Co-Chair - present
Rebecca Wiersma, 1 st Vice President – Present	Anita Reutiman, TCFSA Rep -
Sula Sarkar, Treasurer – absent	Stefanie Straka, TCFSA Rep –
Shannon Langenfeld, Secretary – Present	Michelle Richards, Membership/Testing Chair
Mychal Bruggeman, Director - present	OPEN, Testing Chair
Pam Sandborg, Director – present	Lulu Larson - Skater Rep
Vanessa Anderson, Director – present	Lacey Straka - Skater Rep
Justin Langenfeld, Director –absent	Lisa Venne – FOTO and Banquet Chair -
Anita Reutiman, Director – present	Vanessa Anderson – Competition Co-Chair -
Debbie Keyes, Director – present	Nicole Daeger – Skater Committee
Stefanie Straka, Director – absent	Guests

OPEN FORUM

1. Call to Order
2. Skater Rep Committee Report
 - a. \$148 from Panera
 - b. Clothing Vender-asked to have things ready by December 10th
 - c. Ronald McDonald House food drive was a big success!
 - d. Coaches won the fall movement activity-donuts will be provided on 11/22
3. President's Report – Matt
4. Treasure's Report – Sula
 - **Contracts:**
 - For the winter1 contract we have 69 contracted skaters + beginner skaters; Fall we had 74 contracted skaters + beginner skaters –
 - Winter2 is ready and will need board approval before it can go out. Winter2 contract will close by Dec 15 so that we have a skater head count before we get into the Club A/B
 - Moved date up a week so that contracts can come in and then coaches can look at sessions that won't be as busy to add for beginner.
 - Spring won't be as busy so it will be a good time to trial beginner coupons.
 - For the Club number - I will fill out number of contracts (per skater) and a list of skaters who have unpaid invoices in their account above \$100
 - Could we use a google form signup for Club number next year? Suggestion: Maybe we can do a credit card payment for all (include transaction fee as a part of the total costs). Families pay after they have confirmation, that way we are not stressing out about returning checks and getting in touch with families and coaches - that communication takes a lot of time too.
 - **Donations:**
 - The club now has a functional donation portal via Benevity. Sula still trying to figure out if and how we could add it to the website so if anyone wants to donate via their work, they can make use of that.
 - The club has used Benevity before so we are bringing it back.
 - **Fundraising and expenses:**

- Club raised \$105 from the Canes Chicken fundraiser - Yay to the skater rep fundraising committee
 - Skater Rep committee did a treat for 5-days of club ice during the Halloween week
- **Other financial updates:**
- Due to increased financial transactions (in testing + number of skaters) Avery's mom (Jen Williams) is helping with Quickbook line entries and RS invoicing.
- **Questions:**
- Who is doing the skater gifts for the Banquet, if it is Lisa it is fine, she will get in touch with me in due time. If it is the skater committee, could they check in with costs with Lisa or the board before they order gifts. For perspective, this year 2025, it was stickers (we spent more on venue, the experience), the year before, 2024 we spent \$1,260 for bottles. The garment bags in 2023 cost us a little more (\$1,677.39) and had to be approved by the board. I have always seen that we go with STB Bloomington, they don't charge us sales tax because we are a non-profit.
- Any progress on Lunds and Byerly's catering for Roseville Open?
 - Needed credit card for reservation and Debbie took care of it!

5. Committee Reports

a. Test Chairs (Michelle/OPEN) –

- We need to discuss testing frequency and test fees. Specifically, how many tests we have each year, should we have some of them be available for RFSC members only and should RFSC members be charged \$50 for testing at another club. We've seen a large number of non-RFSC skaters testing here and it is creating some administrative stress. Additionally, we've fielded several complaints regarding RFSC members being charged \$50 when they choose to test at another club.
 - Pre-Covid in person 4 times a year
 - USFS started allowing virtual tests after Covid.
 - If outside of 30 days from a RFSC test session, then skaters could submit other places.
 - It came up that skaters were using other virtual tests near the time of RFSC so the \$50 fee was added.
 - Michelle started setting up monthly test sessions so everything is within 30 days right now.
 - Have we looked at the calendar for dates that other clubs are doing testing? Are our dates on the TCFSFA website?
 - Possibility of having fewer test sessions overall with some of them being RFSC only testing sessions.
 - This would make invoicing less complicated.
 - Low tests, Lisa can do. These are the only in person tests other than the Thursday before the Roseville competition.
 - If testing in person you do not have to have your coach with you.
 - Michelle would like it to be open to all clubs if tests are being set up virtually.
 - Entreeze is the easiest way to upload information and Michelle prefers this platform

- Virtual test sessions should not be around the same time that contracts are due. This would be helpful for processing/invoicing.
 - What is the objective of the test sessions?
- b. Ice Committee – Kelli/Pam
- A review in ice safety and etiquette. Lots of near misses including when the skater has the sash.
 - Refresher for skaters
 - In the past-doing it first 5 minutes of the first contracts.
 - Coaches need to remind skaters of places on the ice to do certain skills.
 - Kelli bring up ice etiquette at Academy. Start with that on 11/22/25
 - Organization with phones to play music
 - Shoes on the ice by coaches. Carly is dealing with an ankle injury and is walking on the ice in street shoes.
 - Wearing spikes on her shoes and getting back into skating.
 - Winter II starting on a Friday. Times are the same as Winter I.
 - **Rebecca motioned to approve Winter II ice contract. Mychal seconds. Motion is approved.**
- c. Rising Stars – Kelli/Carly
- 44 kid class right now
 - Friday December 12-parent info session by board members for Rising Stars families
- d. Competition Committee – Kelli/Vanessa
- Deposit down on catering-when will we know the count
 - A month before
 - 1st committee meeting in January
 - Shahana created new logo for the competition
 - Gets a free registration for competition
 - Other skaters who submitted get \$50 off their registration
- e. Ice Show – Pam
- We should consider amending the ice show Club Number Guidelines, specifically the maximum number of skaters that will be accepted. The current guidelines state that a maximum of 32 skaters will be accepted. Pam and Kelli have both looked into how the current Guidelines would apply to our skaters this year and unfortunately, there could be a problem. Additionally, given the influx of new skaters joining the club from other rinks and the fact that we have very few graduating skaters over the next few years, we could see ongoing issues if the current Guidelines apply. The Guidelines would be better if we have a maximum number of skates for Club A and Club B separately.
 - If looking at 32 skaters combined there may be some problems.

- Current set up: Top 32 people who have highest seniority. Of 32 who has passed Bronze Singles and above for Club A? Still have to make contracting requirements. Possibly amend 32 skater cap to 18 cap for Club A and cap for Club B at 22.
- ***Motion to amend 32 skater cap to 18 cap for Club A and 22 cap for Club B for the 2026 ice skating show. Shannon motioned, Debbie second Motion passed***

f. Marketing – (Bulletin Boards, Trophy Cases, Website, etc.)

- Technology Committee – Parent education tab has been published. We’ve learned a lot and are ready to add more content. Easy things to add next would be a page for the skater committee, a list of upcoming competitions in the area, a page outlining volunteer requirements, job descriptions for various roles within the club, and links to additional educational documents published by USFS.

g. Member Services – (Membership, Awards, Lockers, Banquet, Exhibition, etc.)

- Membership – We have not approved any new skaters since the last meeting. We did approve a visiting coach, Linzie Labrasseur, to allow her more than two sessions this winter on Thursdays when there are very few skaters.
- Banquet - May 3rd and Lisa asked skater reps a few questions
 - Awards will go through to March 31st.
- Volunteering – I could add a page specifically about volunteering on the website?
 - How much to purchase a higher plan on Sign-Up Genius? Rebecca is going to look into this over winter break.

6. Skating Community Updates

a. Friends of the Oval (FOTO) – Lisa Anne

- Big event during Open Skate 11/21/25 outside \$2 of first session, donuts/hot chocolate
- Every other year for lights donation

b. TCFSFA Reps – Anita & Stefanie

- We updated the TCFSFA logo on our website already.
 - President’s meeting is the next meeting. It will be virtual.
- Doing something new by sending out a summary of the meetings
- Compete USA series has started. Robin Lee was the first competition. Burnsville has just been updated. Bloomington is the last competition on June 14th.
- Entreeze has a pull down that the parent picks.
- Braemar, Minnetonka and Roseville have to register EMS -need to let TCFSFA know who the skater is skating with.
- In February TCFSFA wants to know about NQS competitions
- Clinic about nutrition
- Technical panel and judging
- State competition renamed to Minnesota L’Etoile du Nord State Championships June 13-14
- Trophy will be open to all MN clubs, not just TCFSFA members

- Grants available for opportunities that benefit all TCFSFA clubs.

c. Personnel Committee

7. Other Business:

- Reminding Coaches and Skaters about contracts that are full and are not supposed to have buy ons.
- Ice quality during hockey season is difficult.
- Building rapport between coaches/parents/board

8. Old Business

- Did we ever get signed waivers from Amy Nunn?
 - Dec 1 earbud skaters waiver-Matt will check in.

9. New Business

10. Next Meeting(s)

- Our next meeting is December 18th at 6:00 pm. This will be a virtual meeting.
- Remember, December is the Club A/B meeting.
- Let's schedule our meeting for January - January 22nd 6:00 pm

11. Adjourn

- Motion to adjourn by Pam, seconded by Debbie , motion carried.