



WILLISTON FIGURE SKATING CLUB

BOARD OF DIRECTORS

REGULAR BOARD MEETING MINUTES

Date: May 27, 2026

Time: 7:00 PM

Location: Virtual **Facilitator:** Maria Carrier **Note Taker:** Bonnie Reeves

Board Members Present: Maria Carrier, Bonnie Reeves, Amber Holsapple (Leah Nelson absent -sick)

Nominating Committee Chair: Emerald Haugen

Coach: KayCee Hurley

Call to Order at 7:01 PM

- Roll Call: Maria Carrier, Bonnie Reeves, Amber Holsapple, Emerald Haugen, KayCee Hurley, Sharon, Grover & Ashlynn Anderson
- Confirmation of Quorum-Yes

1. Approval of 4-30-26 Minutes X DECISION

Motion: to approve Amber H

Second: by Bonnie Reeves

- Vote: X Approved Denied Tabled

2. Treasurer Report

- Financial summary
- Current balance and upcoming obligations, legal obligations (Closed Session)

3. Ratification of Prior Administrative Actions X ACTION / DECISION

- WFSC-GOV-002
- WFSC-FIN-001
- WFSC-FIN-002
- WFSC-FIN-003
- Proposed Amended and Restated WFSC Bylaws
- Motion to ratify and incorporate administrative actions into official Board record

Motion: Bonnie R

Second: Amber H

Vote: X Approved Denied Tabled

4. Annual Meeting Preparation – June 9, 2026 X DISCUSSION / DECISION

- Election and ballot procedures
- Ballot counting procedures
- Consistent with WFSC by-laws independent Laurie Balough
- Voter check-in procedures
- Verify eligibility ability & no duplicate voting
- Leah working on membership list waiting on last few members
- Bonnie help review list if needed due to medical emergency of Leah A
- Check in with verification Kristin & Becky
- If disputes arise Chair will make final decision-Emerald H
- Family representative verification process
- Appointment of independent ballot count observer
- Discussion procedures
- Time limits for member comments
- Hand-raise recognition process
- Voting procedures
- Candidate and bylaw ballot procedures

Motion: Bonnie R

Second: Amber H

Vote: X Approved Denied Tabled

5. Annual Meeting Procedures & Member Participation DISCUSSION / DECISION

- Approve of Member Participation Plan and voting instructions [Member Participation Plan](#)
- Recognition of members through the Chair utilizing a hand-raise acknowledgment process
- Member comments limited to designated member comment portions of the meeting agenda
- Discussion limited to properly noticed agenda items
- Confirmation that any proposed bylaw amendments or governance changes initiated by members must follow Article XV procedures (See member Participation Plan)
- Review of Chair authority to maintain orderly meeting procedure and rule disruptive or non-compliant motions out of order consistent with Robert's Rules and Club bylaws

- Article 15 of current by-laws-vote for or against

Motion: Amber H

Second: Bonnie R

Vote: X Approved Denied Tabled

6. Annual Meeting Items / Appreciation Night X DISCUSSION / DECISION

- Pot Luck Sign Up for Annual Meeting
- Finger Food or Charcuterie Board
- Sign up genius for pot luck Emerald
- Approval of free membership to the winner
- Diaper and wipe raffle discussion (postpone to membership appreciation night)
- Winner gets free membership 2026-2027 season
- Include the Mom's from 2025-2026 season
 - Member Appreciation Night at the Water World
 - \$300 rental from 7:30-9:30pm
- If over 100 cost goes to \$400
 - June 24th, 25th, or 28th
 - Sign up genius for baked goods and juice boxes
 - CONFIRM if concessions are available - Alex

Motion: Bonnie R

Second: Leah H

Vote: X Approved Denied Tabled

7. 2026–2027 Season Planning X DISCUSSION / DECISION

- Off-ice training start date June 15th
- Required 2026-2027 WFSC membership
- Waiting for response from WSC to confirm
- 1 day a week June 15-August 17
- Certified personal training \$150 / kid age minimum 6 YO 15 max per class - 5 stations with 3 things to do at each station. See what sign ups are to determine final programming. Ask for 2 hours
- List of equipment needed as been forwarded to Maria a little over \$300.
- Ballet Bars & Mirrors TBD mounting to be verified. Roll A Way Mirrors - check it out
- Summer Camp July 14-17 11am - 2pm Watford City
 - \$160/hr for ice, 2 coaches at min @ \$60/hr
 - \$1,920 for ice, \$960 coach fees
 - \$200 per skater
- Open to Hazen, Watford City And OKA
- Might need another coach
- Dependent upon registrations / 20 max for each session through our website currently / registrar
- Reach out to potential new coach this is good opportunity to shadow
- Approve Regular Program pricing/payment plan
- Approve registration opening date June 15th
- Approve seven (7) month payment plan structure for regular season programming

Motion: Bonnie R

Second: Amber H

Vote: X Approved Denied Tabled

8. Governance & Administrative Matters X DISCUSSION

- Website and governance document updates
- Annual meeting administrative updates
- General governance process updates
 - We like the WFSC texting by Leah- Alex and Emerald to tag team it for Leah
 - Ballots to be printed and handed out at elections include peel and stick envelopes
 - KayCee to print ballots taking off Leah's plate
 - Emerald picking up peel & stick envelopes
 - Marie C to send out email reminders / updates for elections: by-laws amendments, sign up genius, family representative - text & email. At a one week reminder June 2nd. Emerald / Alex send text. Post on FB to cover all bases.
 - No added agenda items at this time.
 - Em FB post for Kaycee....

9. Member Comment Period X DISCUSSION

- Comments limited to published agenda items only
- Two (2) minute limit per speaker unless extended by the Chair
- The Chair may rule repetitive, disruptive, personal, or non-agenda commentary out of order
- SG raised her hand asked for confirmation of what we approved she was confused- Agenda Minutes 4-30-2026
- No further questions from members.

10. Closed Session Confidential Legal and governance matters

11. Adjournment X ACTION

- Confirm next meeting date TBD with new board-
- Motion to Adjourn & move to closed meeting by : Amber Second by Bonnie

Meeting Minutes Prepared and Issued By:

Bonnie Reeves

Bonnie Reeves, Secretary

Date: May 27, 2026