



WILLISTON FIGURE SKATING CLUB BOARD OF DIRECTORS REGULAR BOARD MEETING MINUTES

Date: March 25, 2026

Time: 7:00 PM

Location: Virtual

Facilitator: Maria Carrier

Note Taker: Bonnie Reeves

Board Members Present: Maria Carrier, Bonnie Reeves, Leah Nelson

Coach Present: Emerald Haugen

Call to Order

- Roll Call
- Confirmation of Quorum – Yes
- Approval of 2-25-26 Minutes
- Motion by Leah Nelson, second by Maria Carrier. Motion carries.

President Report

- Submission status – USFS Interim Application update
- USFS acknowledged receipt of application; expected response timeframe approximately 2 weeks to 2 months.
- Leah Nelson acknowledged as Vice President.
- Resignation of Sharon Grover as Treasurer acknowledged effective 3/22/2026.
- Treasurer transition planning discussed including accounting review, bookkeeping updates, and outstanding balances.

Treasurer Report (President)

- Financial summary reviewed – account balance reported at \$19,554.49 including Skate-A-Thon funds.

- Ice Show budget adjustments discussed.
- Reconciliation of Quickbooks has not been done since November
- Motion tabled pending additional financial review.

Governance & Policy Review

- Volunteer Policy ratification reviewed.
- Bylaw review for annual meeting discussed.
- Board member application development discussed.
- Governance structure and committee positions reviewed.
- Junior Coach requirements under development.

Programs & Events Update

- Camp Seminar enrollment update reviewed.
- Ice Show planning update discussed.
- Skate-A-Thon fundraising update reviewed.
- Sponsor and skate gram deadlines discussed.

Operations & Administration

- Club login and password transition matters discussed.
- Volunteer hour requirement update reviewed.
- Outstanding volunteer hour balances discussed.

Communications

- Hiring Coach Policy discussion tabled pending finalization.

Closed Session (If Needed)

- USFS communication update
- Confidential governance matters

Adjournment

- Next meeting confirmed for April 6, 2026 at 7:00 PM.
- Motion to adjourn at 9:15 PM.

Minutes Prepared and Issued By:

Bonnie Reeves, Secretary

Date: April 6, 2026