



WILLISTON FIGURE SKATING CLUB BOARD OF DIRECTORS REGULAR BOARD MEETING MINUTES

Date: February 25, 2026

Time: 1:11 PM

Location: Virtual **Facilitator:** Maria

Carrier Note Taker: Bonnie Reeves

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

Call to Order

- Roll Call
- Confirmation of Quorum yes
- Approval of Agenda
 - Motion by SG 2nd by MC motion carries
- Approval of 1-23-26 Minutes
 - Motion to approve by LA 2nd by SG motor carries

President Report

- Governance contact protocol confirmation
 - Communication between board members need to remain confidential and between board members
- Submission status – USFS Interim Application
 - MC mailed off all required documents with tracking #

Treasurer Report

- Financial summary see attached report
- Ice Show Budget Proposal see attached report
- Motion to accept Treasurer Report
 - Motion to accept treasure report by LA 2nd by MC motion carries
- Pro-Rated Refund Request – Hosea (Injury During Class)
 - Discussion regarding request for pro-rated refund due to documented injury during session participation.
 - Proposed Motion:
 - Motion to approve a pro-rated refund for Hosea due to injury sustained during class participation, calculated based on remaining unused sessions in accordance with WFSC financial policy.

- XTabled for refund amount to be calculated

Governance & Policy Review

- Action Without a Meeting – Volunteer Policy ratification
- Action Without a Meeting – USFS Membership Costs,
- Action Without a Meeting – Skate-A-Thon
- Action Without a Meeting – Ice Show
- Motion for the following: Volunteer Policy ratification, USFS Membership Costs, Skate-A-Thon, Ice Show - Action without a Meeting to be accepted. Motion by SG & 2nd by MC
- MC made a motion to add Governance Chair to the agenda. LA 2nd motion carries
- SG makes motion for LA to be nominating chair MC 2nd Motion carries
- Have nominating committee in place by March 30th

ARTICLE III. GOVERNANCE BY BOARD OF DIRECTORS

SECTION 3. Elections

Elections to the Board of Directors will take place at the annual meeting.

1) A nominating committee will be selected by the Board of Directors to collect the names of candidates eligible for the ballot. The list of candidates must be finalized within seven (7) business days before the published date of the annual meeting. Nominations from the floor of the annual meeting or write-in candidates will not be recognized.

2) The Chair of the nominating committee shall determine any questions concerning eligibility for candidacy or voting at the annual meeting. All voting will be conducted in-person with one vote per member or family (for skaters under the age of 18).

3) Ballots must be counted by the nominating committee plus a member of the board not up for election and a member of the public not affiliated with WFSC. A list of candidates and number of votes must be recorded in the WFSC secretary notes.

Programs & Events Update

- Fergus Falls Testing
 - Testing schedule not out yet Friday is the projected test date but not confirmed
 - For testing must list Karen as testing coach MC will contact Fergus Falls to update
 - Jaxon to test with Solomon. Review with Zane on Saturday if other testers should use Jaxon or Jamie the provided testing partner
- April 2026 Ice Show planning update
 - Decor, lighting, & curtain coming along. BR has already forwarded measurements to MC . MC will order from Weismann
 - Concessions check in with chairs for thoughts
 - KayCee working on grams
 - Need a contract drawn up for guest skater
 - MC make a list of what's needed to present to chairs
 - MC asking for board approval of overall plan especially since no budget was presented to chairs
- Skate-A-Thon Fundraiser Update
 - LA has packets out and made post
 - LA to order prizes 3.9.2026 should have by 3.28.2026 to put it all together

Communications

- Skater of the Day-Missy Crooks working on posts checking in with KayCee
- Hiring Coaches - need a policy before we advertise to hire

Adjournment

- Confirm next meeting date Wednesday 3.25.2026. 7 pm
- Motion to adjourn open session meeting SG 2nd LA motion carries

Agenda Prepared and Issued By:

Maria Carrier

Maria Carrier, President

Date: February 22, 2026