WILLISTON
FIGURE SKATING CLUB

WILLISTON FIGURE SKATING CLUB

BOARD OF DIRECTORS

REGULAR BOARD MEETING MINUTES

Date: July 27, 2026

Time: 7:00 PM

Location: Virtual

Facilitator: Maria Carrier   Note Taker: Alex Von Wald

Board Members Present: Maria Carrier, Leah Nelson, Amber Holsapple, Alex Von Wald, Cherylee Aldrete, Chelsey Crozier, Thomas Hurley

Call to Order

- Roll Call
- Confirmation of Quorum

Meeting Call to Order and Roll Call: Maria Carrier officially called the board meeting to order on July 29th at 7:12 p.m (00:14:50). During roll call, the board confirmed a quorum with Maria Carrier, Leah Nelson, Amber Holsapple, Alexandria Von Wald, Cherylee Aldrete, Chels Warren, and Thomas Hurley present (00:16:27). Initial difficulties were noted regarding Thomas Hurley's audio connectivity, which were eventually resolved (00:14:50) (00:18:54).

Approval of 6-25-26 Minutes ☐ DECISION

Approval of June 25th Minutes: The board reviewed the minutes from the June 25th meeting. Leah Nelson motioned to approve the minutes, seconded by Amber Holsapple, and the motion carried following unanimous approval from the members present (00:17:34).

Motion: ___________Leah Nelson___________________

Second: __________Amber Holsapple____________________

- Vote: XApproved ☐ Denied ☐ Tabled

President Report

- Watford City Update - Coach collaboration

President's Report - Coach Collaboration: Maria Carrier updated the board on efforts to collaborate with other coaches regarding training, specifically referencing a "Minot" coach training opportunity (00:18:54). The cost is $75 per coach, and they are currently waiting to hear if other coaches are interested in attending to help reduce total costs (00:19:54).

- Williston Parks and Recreation meeting update

Williston Parks and Recreation Partnership: Maria Carrier and Casey held a meeting with Williston Parks and Recreation to discuss the new facility. They were assured that the club has a reserved spot at the new rink and that Oka is not considered a threat to their operations, as Oka was denied a Learn to Skate contract to avoid favoring one club over another (00:21:03). The board discussed utilizing the new facility for summer training camps, nonprofit operations, and potential board meetings (00:22:11) (00:26:31). The facility will require user groups to manage their own staff for concessions, which may offer opportunities to leverage ice hours with the local hockey club (00:23:09).

New Rink Facility Amenities: The board discussed the amenities expected at the new facility, including a training wing with exercise equipment and an off-ice spinner and harness, which they hope to utilize (00:25:12). Additionally, the club plans to pursue after-school ice time (3:00 to 4:15 p.m.) at the Raymond rink and was informed that they would be permitted to hang banners in the facility (00:26:31).

- Coach hiring update

Coach Hiring and Staffing: The board discussed the current status of coach hiring, noting that Angeline Sandreger is unavailable and contact with Levi regarding hockey after-school coaching has been unsuccessful. Leah Nelson reported on potential candidates, including those who are currently pregnant, raising concerns about availability in November (00:29:11). Alexandria Von Wald noted that her husband has agreed to coach (00:30:17). The board discussed the need for specific coaching roles for hockey and Snowplow Sam, as well as the potential to explore mentorship programs with college or high school students (00:31:02) (00:32:59).

- Giving Hearts Day update

Giving Hearts Organization Update: Maria Carrier reported on the criteria for the Giving Hearts organization, noting that the club does not currently meet the requirement of a $100,000 profit (currently at $68,000). Additionally, the $895 subscription fee and the need for a $3,000 match before the November deadline were deemed unfeasible for this year (00:35:35).

• Apparel update

Apparel Vendor Strategy: Maria Carrier provided an update on apparel options. Dakota Inc. charges a $150 setup fee plus $70 monthly, but there have been ongoing issues with logo proofing. Precision Prints is an option, but it lacks embroidery and cannot match the club's specific neon-teal color (00:36:51). Sportabout has been unresponsive. The board decided to table the decision while Thomas Hurley attempts to contact Shirt Works (00:38:07).

Treasurer Report

• Financial summary

• Current balance and upcoming obligations

Treasurer Report (June 1-30): Amber Holsapple presented the financial report for June (00:39:02). The beginning balance was $2,743.22, with income/deposits of $2,946.49 and expenses/withdrawals of $4,258.79, resulting in an ending balance of $1,430.92. Income was primarily from Crossbar registrations, and expenses included USFS and Learn to Skate registrations, coach payments, and administrative costs (00:40:04).

Administrative and Liability Expenses: The board reviewed upcoming obligations, including the need to purchase Director and Officer insurance ($600) through USFS to protect board members individually (00:47:52). It was also emphasized that Casey needs to submit bills for her office ice hours so the club can compensate her fairly (00:49:12).

Board Apparel Purchases: Maria Carrier confirmed that board member quarter-zip shirts were purchased through Custom Ink for $558 (00:49:12).

Financial Status: Amber Holsapple reported the club's account balance is currently at $2,900 (01:26:58). Leah Nelson noted that funds from Water World and the upcoming Moose Lodge Burger Night on August 14 are expected, which will support the budget (01:27:51) (01:29:54).

Fundraising & Sponsorships

• Committee Update

Fundraising Committee Formation: Leah Nelson officially announced the formation of the fundraising committee, with members including Leah Nelson (chair), Brooklyn Sorenson, Cherylee Aldrete, and Leslie Padet. The committee set a goal of $30,000 for the year to support ice time, harness installation, and the ice show (00:50:21).

• Upcoming fundraising events

Gun Raffle Strategy: The fundraising committee is developing a gun raffle strategy. Thomas Hurley discussed moving away from a specific desirable weapon due to scarcity and instead offering a store credit (up to $3,500) at a gun dealer, which would allow the winner to customize their own purchase. To maximize ticket sales, the board decided to offer a $2,500 cash prize option as an alternative to the gun credit to accommodate those not interested in firearms (00:51:35) (00:54:44).

Gun Raffle Structure: The committee discussed the parameters of the upcoming gun raffle, specifically debating whether to advertise a specific weapon versus a line of store credit (00:57:34). Leah Nelson proposed offering a line of credit, which would allow the winner to choose their own item at Napa, ensuring flexibility if the winner does not want a specific firearm (00:58:44). Thomas Hurley's Presentation suggested using a popular item, such as a "honey badger" variant, in advertisements to generate excitement, while maintaining the flexibility of the $3,500 store credit value (00:59:34). The group reached a consensus to use a specific high-interest item for marketing purposes while offering the winner the choice of applying the credit to that item or other available inventory (01:00:22) (01:02:07).

Gun Raffle Timeline: Leah Nelson outlined the plan to conduct ticket sales throughout October, totaling four weeks to maintain interest (01:03:07). The winner will be announced on November 1, strategically timed just before the opening of hunting season on November 9 (01:04:02).

Astronomical Tangent: During the meeting, participants engaged in a brief discussion regarding the "Buck Moon," a full moon occurring in July, noted by Maria Carrier, Alexandria Von Wald, and others, referencing its historical names and connection to deer behavior (01:04:02).

Raffle Logistics and Permits: Leah Nelson plans to facilitate both online and paper ticket options, intending to use the platform Zephy for online sales. Before sales can commence, Leah Nelson needs to acquire a gambling permit from city hall, which requires concrete details regarding the prize (01:05:38). Maria Carrier advised investigating whether multiple raffles could be approved under one application to save on the $50 application fee. Regarding payment, the club board confirmed Leah Nelson has authorization to spend up to $500 without prior approval, which covers the permit costs (01:06:40). Thomas Hurley's Presentation clarified that all firearm-related legal aspects would be handled through the distributor (01:07:33).

Restaurant Fundraising Updates: Leah Nelson announced a fundraiser at Slim Chickens on August 18 from 5:00 p.m. to 7:00 p.m., where the club will receive 50% of eligible proceeds, contingent on a goal of 50 attendees (01:08:21). Additionally, the club is coordinating a Community Impact Night at Pizza Ranch, which will require four to six volunteers and two leads to manage buffet maintenance and a donation station (01:09:33).

Pheasants Forever Volunteering: Leah Nelson confirmed the club will support the Pheasants Forever Banquet on October 2, 3, and 4 (01:10:49). Maria Carrier noted that past participation involved cleanup work for a $500 payment (01:12:05).

Raffle Promotion at Pheasants Forever: Thomas Hurley's Presentation suggested capitalizing on the Pheasants Forever event by setting up a booth to sell raffle tickets (01:12:05). Maria Carrier supported this, noting that the event attracts attendees who are likely interested in the gun raffle (01:12:55).

Halloween Goodie Bags Fundraiser: Leah Nelson introduced a new fundraiser featuring "Boo Baskets" (Halloween goodie bags) for local children, which will be sold via Facebook and flyers. The plan includes offering standard and premium baskets with candy or non-candy options, and providing free delivery to schools (01:13:53). This fundraiser aims to engage volunteers in deliveries and, if successful, the model will be adapted for Valentine's Day (01:15:02).

Spooky Skate Night: Leah Nelson proposed hosting a "Spooky Skate Night" as a members-only event. The event would feature dimmed lighting, glow sticks, costumes, and music, provided ice time is available (01:16:22).

Winter Carnival Planning: Leah Nelson discussed hosting a larger community-focused Winter Carnival near Christmas. The plan includes an admission fee, a silent auction featuring decorated stockings, a skating component, and potential holiday movies, with the goal of keeping internal activities free for attendees (01:17:33) (01:19:55). Maria Carrier raised concerns about insurance for community-wide events and skating rentals, noting that event-specific insurance coverage must be applied for separately (01:18:53) (01:20:53).

Fundraising Committee Handbook and Goals: Leah Nelson presented a new fundraising committee handbook designed to outline policies, annual goals, and templates for committee members (01:21:54). The committee set an annual fundraising goal of $30,000, focusing on diverse activities to avoid exhausting parents with constant sales requirements (01:23:11).

Volunteer Shirt Budget Approval: Leah Nelson requested approval for $200 for the year to purchase volunteer shirts, specifically needed for the Pizza Ranch event and future utility. Maria Carrier clarified that while committees can spend up to $500 without board approval, the request was appropriate given the club's current low funds (01:24:44) (01:26:58).

Two-Tier Raffle Strategy: Thomas Hurley's Presentation proposed adding a smaller, low-value firearm raffle to be drawn on the night of the Pheasants Forever event to increase immediate excitement (01:29:54). The committee discussed the logistics, agreeing to keep the tickets at $20 and allow winners of the smaller prize to remain eligible for the main raffle drawing on November 1 (01:31:59) (01:33:32).

- Sponsorships update

Platinum Sponsorship Opportunity: Thomas Hurley announced a potential platinum sponsorship from his company, Axis (00:43:06). The sponsors are primarily interested in advertising rather than tax benefits (00:43:53). The board agreed that if secured, they would embroider the company logo on competition jackets (00:46:06). They also discussed providing a gift, such as a custom Yeti cup, as a token of appreciation (00:43:53).

Sponsorship Update: Leah Nelson reported receiving a $500 sponsorship from Western Co-op and initiated the formation of a sponsorship committee to conduct in-person outreach rather than relying solely on emails, which occasionally get filtered into spam (01:35:30) (01:38:28).

Sponsorship Outreach Efforts: The committee discussed specific targets for sponsorships, including Exxon, Menards, Cashwise, Albertson's, and Pepsi (01:39:32) (01:43:07). Alexandria Von Wald and others noted that in-person outreach to local businesses is often more effective than digital or mailed requests, which frequently result in a lack of communication (01:46:00).

Approval of Fundraising Shirts Purchase ☐ DECISION

Motion: ___________Alex Von Wald___________________

Second: ______Amber Holsapple________________________

• Vote: X Approved ☐ Denied ☐ Tabled

Approval of Fundraising Committee Handbook ☐ DECISION

Motion: ___________Alex Von Wald___________________

Second: _________Amber Holsapple_____________________

• Vote: XApproved ☐ Denied ☐ Tabled

Formal Motions and Approvals: The board held a vote to approve the fundraising committee t-shirts and the fundraising committee handbook. Both motions carried unanimously (01:34:23).

New Business

Registration Deadlines: The board voted unanimously to close registration for the Advanced and Aspire programs on **September 1,** helping the club manage rosters and planning before the season begins (01:48:57).

Registration Closing Date ☐ DECISION

Motion: _____Leah Nelson_________________________

Second: _________Thomas Hurley_____________________

• Vote: X Approved ☐ Denied ☐ Tabled

Mandatory Parent Meeting

• Mandatory for comp families, but open to all

• 2 dates- August 24th and September 12th- Time TBD

• Parents/guardians only

Parent and Skater Orientation: Maria Carrier and Leah Nelson discussed the need for mandatory parent orientation meetings to cover club rules and obligations, with a plan to host two separate sessions in August and September (01:50:12) (01:54:11). They concluded that a specific orientation for skaters was unnecessary outside of the first week of scheduled lessons, which will serve as an organizational period for coaches and participants (01:52:13).

Start of Season and Registration Dates: The meeting began with a discussion on the season start date, confirming that daytime classes would commence on September 16th, with the associated start date set for September 15th (01:55:40). Leah Nelson raised concerns about whether setting the registration closing date near Labor Day would be effective, leading to a debate regarding the timing of mandatory meetings versus registration deadlines (01:56:52).

Mandatory Orientation Meetings: Maria Carrier and Cherylee Aldrete discussed the necessity of holding mandatory meetings for skaters before they are cleared to enter the ice. Cherylee Aldrete suggested using attendance sheets to verify participation, noting that they would be firm in enforcing this requirement for those who were given notice (01:56:52). Maria Carrier proposed holding monthly orientation meetings for the "learn to skate" program to review policies, with Leah Nelson offering to assist with these sessions (01:57:58).

Learn to Skate Registration Policy: Cherylee Aldrete inquired whether the "learn to skate" registration should be closed for each session to avoid proration complexities, as the program runs in multiple session blocks. Leah Nelson and Maria Carrier clarified that "learn to skate" consists of two sessions, while "snow plow sam" has four, and they generally continue to prorate memberships. Maria Carrier noted that while a firm closing date would be preferred, keeping registration open serves as an incentive for new participants, so they decided to maintain the current policy (01:58:58).

Orientation & Skate Swap

- Skaters and Parents to get comfortable with the rink and WFSC
- Opportunity to ask questions and meet the coaches
- Skate & Attire swap to help families reduce starting costs

Orientation Meeting Scheduling: The board discussed the timing for parent orientation meetings, balancing the need for early information with the reality of summer travel (02:00:13). Chels Warren indicated they would be unavailable in mid-August, and other members expressed concerns that hosting the meetings too early might result in low attendance, especially since registration numbers were currently low (02:01:16).

Competition Orientation Strategy: The group discussed how to introduce competition information during the parent orientation sessions (02:02:18). Maria Carrier suggested presenting this information to all attendees, then allowing interested families to stay for a separate, more detailed session, noting that interest in competition often fluctuates after families see other skaters perform (02:03:03).

Competition Readiness and Cut-off Dates: Maria Carrier emphasized the importance of setting an earlier cut-off date for competition sign-ups to ensure coaches have sufficient time for preparations (02:09:51). Thomas Hurley provided input via a remote connection, stating that preparing a competition program requires at least one month of practice, and trying to "wing it" with limited private lessons is not feasible (02:12:56).

Competition Deadlines: The board reached a consensus to set **September 20th** as the firm competition deadline for the Bismark competition (02:16:36) (02:23:47). For the Minot competition, they established **December 1st** as the deadline for new participants to commit, ensuring they allow for the necessary one-month lead time for program development (02:17:25).

Orientation Meeting Logistics and Format: The board discussed holding the orientation meetings in late August, considering both weekday evening options (02:19:27). They decided that children should be permitted to attend the meetings to maximize parent participation, with Maria Carrier suggesting that older skaters could provide childcare during the sessions (02:22:50).

Skate Swap and Equipment Rentals: The group agreed to conduct a skate swap as a separate event rather than integrating it into the orientation meetings (02:23:47). Regarding equipment rentals, they addressed past difficulties with unreturned skates and costumes (02:25:52). Chels Warren suggested adopting a deposit system similar to the local hockey program, where participants pay a $125 deposit and receive $100 back upon the return of the equipment, a plan the board agreed to implement to increase accountability (02:27:15).

Organizational

- Keeping Bulletin Board up-to-date
- Designate:__________________________

Creation of Committee Handbooks ☐ ACTION

Motion: ______________________________

Second: ______________________________

- Vote: ☐ Approved ☐ Denied X Tabled

Scheduling of Board Headshots ☐ ACTION

- Choose date and photo style

Meetings for Potential New Classes ☐ ACTION

- Williston High School Cheer team

• Olive Motherhood foundation Mommy and me class/Adult class

Motion: ______________________________

Second: ______________________________

• Vote: ☐ Approved ☐ Denied X Tabled

Closed Session

• If needed

• Confidential governance matters

Motion: ______________________________

Second: ______________________________

• Vote: ☐ Approved ☐ Denied XTabled

Return to Open Session

• If needed

Motion: ______________________________

Second: ______________________________

• Vote: ☐ Approved ☐ Denied X Tabled

Adjournment ☐ ACTION

Motion: ______________________________

Second: ______________________________

• Vote: ☐ Approved ☐ Denied X Tabled

Agenda Prepared and Issued By:

Leah Nelson

Leah Nelson, Vice President

Date: July 27, 2026