

**AAFSC Board Meeting  
Minutes  
June 21, 2022. 7:15pm. Zoom**

**7:05pm:** Call to order by President Carmen Fox. She welcomed the AAFSC members participating via zoom to the annual meeting.

**In attendance:** Warwick Anderson, Erin Donovan, Ann Dougherty, Craig Forsyth, Carmen Fox, Mary Johanson, Jenny Land, Bonnie Shay, Camille Ziolek.

**AAFSC Members in Attendance:** Kim Davis, Wei Han, Julianne Jensen, Sam Spencer, Michelle Thomason

**Apologies:** Ann Dougherty, Karen Meints, Jennifer Nguyen, Matt Oonk

**Minutes and Agenda Approval**

Motion: Approval of minutes from May 24th, 2022: Camille proposed, Jenny seconded with unanimous approval.

Motion: Approval of June 21 agenda: Camille proposed, Warwick seconded with unanimous approval.

**Committee Reports:**

**Finance committee: Warwick Anderson, Craig Forsyth**

- Warwick has sent out a summary and report to the board members.
- Positive cash flow for the Hockettes and AAFSC was attributed to beginning the Hockettes payments in May rather than June
- There were no questions on the finances which continue to look good.
- The 2022/2023 Budget will be presented and reviewed at the July meeting.

**Hockettes: Erin Donovan**

- Hockettes finished spring training and are preparing for summer practices which begin after the 4<sup>th</sup> of July
  - o Current focus is on the cutting the music, creating the choreography, ordering costumes, and completing registrations.
- For the 2022/2023 season there are a total of 9 teams including 3 Aspire teams.

**Learn to Skate (LTS): Mary Johanson**

- Mary stated that the LTS program may have benefitted from the Olympic bump with the high 2021/2022 membership of 711 members.

- Historically AAFSC's LTS program has had one of the highest memberships in single facility programs.
- Staffing has been a constant challenge in the past year mainly due to COVID related absences.
  - Returning Michigan student LTS instructors will be very helpful for fall and winter staffing.
- Looking forward to another great year.

### **Competitions – Ann Arbor Basic Skills Competition June 11:**

- Craig shared the below details on the June 11 Basic Skills Competition hosted by AAFSC:
  - 124 skaters participated representing 35 clubs, 49 registered coaches, 54 events and 173 starts
- At present, AAFSC leads the Basic Skills Series with 470 points, a significant number of AAFSC skaters are currently leading in many events and Brad Newman is leading in the coaches category.

### **Office Report: Craig Forsyth**

- Membership for the 2021/2022 Season for the Club and Learn to Skate programs put AAFSC in the top 10 clubs in US Figure Skating:
  - Club membership was 509 up from 484 the previous year.
  - LTS membership was 711
- Office is focused on end of year fiscal reporting, summer ice and LTS registrations, new membership registrations, Board elections and supporting the coaches contract renewals.
- As of June 21, 258 Club members and 210 LTS members have renewed their membership for the 2022/2023 membership year which is 5% ahead of pace of last year.
- Craig welcomed back Kimberly Davis who will be working remotely with AAFSC on a number of projects.

### **Member Questions and Discussion**

#### **Adult Only Skating Sessions**

- AAFSC Member Sam Spencer expressed a concern that there is not an adult only skating session as there have been in past years during the summer for those adult skaters seeking less crowded and slower paced sessions. As such, they are attending adult only sessions at Canton.
- Craig said that the absence of Olympic rink thus far this summer leaves the club with less flexibility for scheduling. He also stressed that a major consideration is to avoid reducing ice time for coaching

staff who do not have adult skaters which could have a significant impact on their income.

- Kim Davis shared that AAFSC is continuing to look at more program opportunities for adult skaters.
- Craig, Kim and Sam agreed upon the next steps:
  - o Sam will prepare a proposal for adult skating for the club management and board.
  - o Craig will check with coaches who coach on Friday summer ice to see if there are any non-booked times that could be reallocated for adult skaters.
  - o The club will consider a survey for adult skaters to gauge interest in different on and off-ice opportunities.

### **Status of New Website**

- Sam Spencer asked about the status of the new website.
- Carmen responded that the club is restarting the website project with an all-volunteer team to create functional requirements as well to develop the e-commerce and front-end components of the website.

### **Gender Designation**

- Sam Spencer asked about the status of US Figure Skating and AAFSC offering registration options that are more inclusive of gender diversity.
- Craig shared that based on discussions at the Governing Council meeting this past April, it is a priority for US Figure Skating and its DEI committee to move towards more inclusive gender registration options but it may take some time.
- AAFSC Board and Management will look at opportunities to offer more inclusive gender registration options with the new website. –
- Sam Spencer will continue to reach out to US Figure Skating to encourage this change.

### **HR Update: Bonnie Shay**

- Bonnie reported that all coaches and current LTS contracts have been distributed with a deadline of June 24 to return with signatures. HR is working on the office staff contracts to distribute this week. LTS instructors returning in the fall will receive their contracts then.
- HR has received a lot of questions about the contracts as they were subject to significant revisions. One zoom informational session for the coaches with Bonnie, Ann, and Carmen was held last and another will be held tomorrow.
- The coaches were sent a checklist three weeks ago to help them prepare for the contract renewals.

- Bonnie stated that HR has received a lot of feedback and is looking to simplify the process next year to make it easier for everyone.
- Carmen thanked Bonnie, Ann Nicklas, and Craig Forsyth for all of their work and efforts to revise all coach, staff, and instructor contracts.
- Ann Nicklas provided an overview as to what drove the contract changes. The Department of Labor has made a lot of changes recently so AAFSC wanted to make sure that our contracts reflect these changes. The contracts are also mutual contracts with a non-disparagement clause to reiterate mutual respect and support of all club members, coaches, skaters, staff, and Board Members.
- Another update to the coaches contracts included a requirement to contribute a minimum of 8 paid hours to the LTS program, as the program is critical to the Club's continued success.

## **Other Business**

### **DEI: Erin Donovan**

- At the recent PSA conference, Erin had the opportunity to meet with the Kadari Taylor-Watson Director of Diversity, Equity and Inclusion at U.S. Figure Skating, and share the DEI grassroots initiatives that AAFSC has undertaken. Ms. Kadari Taylor-Watson thought AAFSC was on the right track and discussed with Erin opportunities to enhance what the club is currently doing.
- Erin also shared that it is a requirement of PSA for all coaches to take a DEI course as part of their continuing education requirements so enhance their work creating an equitable environment with all skaters.

### **Skate Safe: Jenny Land**

- Jennifer and Jenny have been and will continue to participate in USFS Skate Safe webinars. The next webinar will focus on competition and events.
- In addition to monitoring AAFSC events, Jennifer and Jenny are also gathering information from non-AAFSC events to see how other clubs are fulfilling SkateSafe requirements.

### **AAFSC Board Election Results**

- There are three candidates running for three, three year AAFSC Board terms from 2022-2025. There were 327 eligible voters with 87 votes cast. Warwick Anderson was reelected for a second three year term. Wei Han and Julianne Jensen were elected for three year terms.

## **Closing Remarks**

- Carmen Fox thanked outgoing Board Members Erin Donovan and Karen Meints for their outstanding service to the Board and Club.

Adjourn: Newly Elected and continuing board members please stay in the Zoom meeting for some housekeeping details.

**The meeting adjourned at 8:30pm**

**Date of next meeting: Tuesday July 19, 2022 by zoom**