

**Skating Club of Oregon
DBA Winterhawks FSC**

Board of Director’s Meeting Agenda Tuesday | January 11th, 2022

6:30 p.m. – Zoom Meeting

WFSC Mission Statement

The primary focus of the Winterhawks Figure Skating Club (WFSC) is to improve, encourage and advance the sport of Ice Skating in all its forms.

Board Ground Rules	The Board should be:	Identified Priorities
<ul style="list-style-type: none">• Respectful and accountable to one another• Patience• Value individual expertise, opinions, and perspective• Trust one another• Open communication	<ul style="list-style-type: none">• Efficient• Positive• Approachable• Inclusive (skaters, parents & coaches)• Action oriented• Forward looking• Transparent• Empower others• Fiscally responsible	<ul style="list-style-type: none">• Leadership• Growing numbers to feed membership• Increasing revenue• Policies and procedures• Definition of roles (staff and volunteers)• Expense management• Ensuring that coaches “voice” is heard, engaging them as part of process• Compliance with Safe Sport

Board Members:

Ikaika Young, Izumi Harukuni, Kristin Velasco, Tiesha Rask, Eunice Kim, Brittney Shiue, Michaela Dorf

WFSC Chairs:

Public Relations Chair: Shirley Yau

Test Chair: Doug Hansberry

Sanctions Chair: Bob Raemer

Meeting Agenda

1. Roll Call at 6:32pm
 - a. Board: Izumi Harukuni, Brittney Shiue, Tiesha Rask, Michaela Dorf, Kristin Velasco (joined at 6:49pm during agenda item 5 – Junior Board)
 - b. Other members: Shirley Yau, Nadya Klochkova
 - c. Junior board: Lara Bhardwaj
2. November 9th, 2021 meeting minutes uploaded on Basecamp – no changes required, Brittney approved the minutes, seconded by Tiesha.

3. Committee Reports

1. President – Ikaika (not present – update provided by Brittney)

- a. Test session coming up on Monday, January 31st 7:30am-12:00pm.

2. Finance – Izumi

- a. No meeting in December so financial report given for November 2021 and December 2021.
 - i. November – not much activity
 - ii. December – income \$8751, expense \$2,096
- b. Discovered this month that income from Squarespace has not been transferred to our account since mid-June.
 - i. Should be transferred from Stripe to the Wells Fargo account but this has not been happening.
 - ii. Stripe account has been withholding payments because the contact information was not updated.
 - iii. Email notifications were being sent to an old email address.
 - iv. This has now been updated and all monies paid out - \$6,350. Includes \$5,000 for membership and \$1,250 for fundraising (wreath sales etc).
 - v. This issue will impact the overall budget.
- c. Squarespace issue is resolved for now and money will be transferred but the ownership of the Stripe account needs to be determined. It needs to be transferred from Summer to someone else – Shirley?
- d. OSC reimbursement came in for \$870
- e. Skate school junior board volunteer hours have been paid up till the end of November.
- f. Still waiting for numbers of bridge skaters from Eunice.
- g. Still waiting for money from WSC for Nutcracker costume rental – Brittney has the check.
- h. Stipend for the championship series skaters has been paid out, but they have not all been cashed yet.
- i. Ice rental for test sessions has not yet been billed by WSC.

3. Membership – Eunice (not present)

4. Hospitality/Junior Board – Tiesha

- a. Test session coming up on January 31st – Tiesha to check with Doug regarding requirements and any new covid protocols for the judges.

5. Junior Board – Lara

- a. Wreath sale was a success, final numbers to be confirmed but they made money.
- b. Made \$112 through skate school volunteer hours in December.
- c. Social media:

- i. In January they will be creating a synchro skater spotlight for social media to coincide with the synchro sectionals in Michigan.
 - ii. Creating a friendship games poster for social media.
 - iii. In February they plan to do a pairs team skater spotlight.
 - iv. Also preparing a slideshow showcasing historical figures for black history month.
 - d. Confirmed with Kelly that she would still like volunteers at skate school on Saturdays and Sundays.
 - e. Need approval from the board to do the Valentine's Day rose sale again.
 - i. Last year's sale was a loss.
 - ii. Kristin asked if they had learned any lessons from last year that might help to improve sales this year.
 - iii. Lara to reach out May for more details.
 - f. Next Junior Board meeting on Friday February 11th, 5:15-6:15pm (after hip hop).

6. Public Relations – Shirley (not present but provided update in advance of meeting)

- a. Nutcracker show:
 - i. VIP tables were a success
 - ii. Thank you to all volunteers and board members who helped to put it together so beautifully
 - iii. DVD orders should be completed by the end of this weekend
- b. Olympic Festival (in February) – Sofia planning this, further information to be distributed.
- c. Spring show coming (in April or May)

7. Fundraising – Kristin

- a. Had 11 tables on the ice for VIP seating at the Nutcracker
 - i. Sold 6 tables at \$175 per table.
 - ii. Chair rental donated - \$175
 - iii. Food and chocolates - \$14/table
 - iv. Wine donated - \$10/table
- b. Raffle raised \$450

New Business

- Open floor – no new business to discuss

Adjourn | Upcoming Calendar

- Next meeting date: February 8th at 6:30pm
- Meeting adjourned at 6:56pm