

Winterhawks Figure Skating Club Board Meeting Minutes Feb 2020

Thursday, Feb 13, 2020 - 6pm

1. Roll Call - Meeting Convened at 6:02pm

Executive Board Members Present:

Ikaika Young, President
Shirley Yau, Vice President
Amanda Kotlyar, Secretary
Sunny Park, SafeSport Chair
Natalie Haima, Member At-Large

Coaches Present:

None, except President

General Members Present:

Tiesha Rask
Kristin Velasco

Exec Members Not Present:

Izumi Harukuni, Treasurer

Junior Board Present:

Alena Budko
Anastasia Tam
Lara Bhardwaj

Others Present:

Luisa Stowe

2. Review and approval of Jan 2020 meeting minutes

Motion Made by Ikaika Young

Move to approve and post Jan 2020 Minutes, upon amending a few items per discussion made in meeting

Second: Sunny Park

Votes Yea:

Unanimous: Ikaika, Shirley, Amanda, Sunny, Natalie

Votes Nay:

None

Motion Approved

3. Review of Current Meeting Agenda

Committee Reports

4. Executive Committee

- a. Budget inconsistencies require approval by Finance Committee
 - b. President advises replacing current bookkeeper/accountant for accurate budgeting and forecasting in the future
 - c. No update on investment capital changes
 - d. Finance committee to discuss offline in upcoming meetings
 - e. Columbia Sportswear fundraiser money to be paid to Club by March
 - f. Upcoming work will need to be done to develop a standard, but personalized welcome packet for incoming new members
- 5. Finance Committee**
- a. Financial Reports available in Basecamp for review
 - i. Should be noted that the Club will not be invoiced for Veteran's Memorial Coliseum usage that occurred
 - b. Upcoming payments to club (Invoices Sent)
 - i. Bridge Skater reimbursement
 - ii. Holiday show costume rental
 - iii. Junior board spooky skate revenue
 - iv. OSC Grant for Spring Break Camp - expect \$3.5K of the initially requested \$4.5K
 - v. Need to confirm invoice payments for ice rentals that occurred
 - c. Budget making aid (requested to Accountant)
 - i. Need to determine date to meet as a Committee
 - ii. Izumi to add Phyllis' Dropbox info to Basecamp
- 6. Fundraising Committee**
- a. Mother's Day Flowers
 - b. Jamba Juice Cards
 - c. Raffle baskets made a decent amount of money and should be considered in future
 - d. Dine for \$ has bad ROI due to poor attendance
 - e. May want to consider having an Applebee's breakfast with members as servers?
- 7. Nominations Committee**
- a. Research done on current positions and upcoming election gaps that will need filling
 - b. Committee needs to determine consecutive terms issue and make a recommendation in advance of the June General meeting
- 8. Membership/Public Relations Committee**
- a. Should be noted there has been a 50% retention rate from the Bridge Program
 - b. Have run out of welcome packs to leverage - can continue to provide but would require investment - can also leverage USFS welcome materials that are available to clubs
- 9. Test & Sanctions**
- a. Nothing additional other than upcoming Test session mentioned in Agenda
- 10. Programming**
- a. Need to revise Spring Break Camp posters to reflect OSC rules/policy
- 11. SafeSport**
- a. Plan to communicate to those who plan to volunteer to let them know they need to be SafeSport certified
 - b. Amanda to assist by creating a SafeSport Process instruction one-sheet for email
- 12. Hospitality**
- a. Test Session - hope to keep provisions for judges to \$50 or less and serve in the Hawks locker room

NEW BUSINESS

13. Motions

Motion made by Ikaika Young

Move to spend \$4,036 on WFSC jackets

Second: Shirley Yau

Votes Yea:

Unanimous: Ikaika, Shirley, Amanda, Sunny, Natalie

Votes Nay:

None

Motion Approved

14. Junior Board Updates

- a. Skaters of the month Bulletin Board has launched and gone smoothly
 - i. Jr Board need list of Club members for upcoming bulletins board selections
- b. Upcoming Events
 - i. NW Children's Outreach volunteer opportunity

Motion made by Ikaika Young

Move to send communication via MailChimp about the opportunity with NW Children's Outreach

Second: Amanda Kotlyar

Votes Yea:

Unanimous: Ikaika, Shirley, Amanda, Sunny, Natalie

Votes Nay:

None

Motion Approved

2. Next Junior Board meeting will discuss spring events and fundraisers
3. Rose Sale for Valentine's generated \$212

15. 2020 USFS Governing Council

- a. Board needs to determine if anyone other than Ikaika intends to attend

16. Upcoming Calendar

- a. Next Board date - Mar 19th @ 6pm and WSC works for all

Motion made by Ikaika Young

Move to approve next meeting bdate on Thurs Mar 19th at 6pm

Second: Shirley Yau

Votes Yea:

Unanimous: Ikaika, Shirley, Amanda, Sunny, Natalie

Votes Nay:

None

Motion Approved

2. WFSC General Meeting will be June 13th at 1pm
 - a. Ikaika to look into booking OSA classroom space for meeting

17. Meeting Adjourned at 7:04pm