

# Skating Club of Oregon

## DBA Winterhawks FSC

### Board of Director's Meeting Minutes Monday | July 18<sup>th</sup>, 2022

7:00 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***

- Respectful and accountable to one another
- Patience
- Value individual expertise, opinions, and perspective
- Trust one another
- Open communication

#### ***The Board should be:***

- Efficient
- Positive
- Approachable
- Inclusive (skaters, parents & coaches)
- Action oriented
- Forward looking
- Transparent
- Empower others
- Fiscally responsible

#### ***Identified Priorities***

- 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:**

Alec Schmitt, Kristin Velasco, Tiesha Rask, Eunice Kim, Brittney Shiue, Michaela Dorf, Fan Jiang

#### **WFSC Chairs:**

Public Relations & Safesport Chair: Shirley Yau

Test Chair: Doug Hansberry

Sanctions Chair: Brittney Shiue

#### **Meeting Agenda**

1. Roll Call at 7:02pm
  - a. Board: Alec Schmitt, Brittney Shiue, Michaela Dorf, Kristen Velasco, Fan Jiang
  - b. Other members: Shirley Yau
  - c. Junior board: Lara Bhardwaj, Alena Budko
2. June 13<sup>th</sup>, 2022 meeting minutes uploaded on Basecamp
  - a. Motion by Brittney to approve the minutes. Seconded by Shirley. Minutes approved.

### 3. 2022-2023 Executive Roles

- a. Following the annual meeting of June 18<sup>th</sup>, this meeting is to confirm the results of the voting.
  - i. President: Alec Schmitt elected to replace Ikaika Young
  - ii. Vice President: Brittney Shiue continues term
  - iii. Secretary: Michaela Dorf continues term
  - iv. Treasurer: Kristin Velasco elected to replace Izumi Harukuni
  - v. Fan Jiang added as a general board member.
- b. Alec and Kristin need to be added to bank accounts, Ikaika and Izumi to be removed.
- c. Going forwards it is proposed to hold a follow up meeting one week after the annual general meeting to officially confirm any changes to the board and allow changes to banking details to be made in a timely manner.
  - i. Plan to have account transferred over by the end of July.
  - ii. Follow this with the annual budget meeting in August – 2022/23 budget meeting planned for August 2<sup>nd</sup> at 7pm.

### 4. WSC Skate School Introductory Memberships

- a. There has been some confusion on the exact process for skate school memberships and the timeline that these should be processed. Some membership applications seem to have fallen through the cracks and not sure why.
- b. Shirley explained the process for regular memberships as she receives an email from the website which she forwards on to Eunice. There are some special cases which require a refund but this is in hand.
- c. Introductory memberships follow a different process and Shirley does not get a notification about these. Apparently there are 4 pending memberships for skaters planning to compete at the Sherwood Invitational. The deadline for this competition is July 25<sup>th</sup> so they need to be processed as soon as possible.
  - i. Shirley suggested contacting Eunice directly with the specific names and details.
  - ii. Brittney said she has spoken with Eunice about these particular skaters already and Eunice is working on it.

### **New Business**

- Shirley welcomed Fan to her first board meeting.
- Lara gave a quick update on Junior Board activities.
  - Senior spotlight
  - Looking for a location to hold the car wash fundraiser
  - Helped out with the summer party but did not do the games planned due to the weather
  - Have not been helping with skate school as Coach Kelly does not need assistance during the slower summer months.

- Lara is looking for advice on a situation that has arisen within the Junior Board. She has received a request from one of the members for the removal of three out of four of the elected officers since they are no longer skating. There does not seem to be any guidelines pertaining to this other than that officers need to be club members, which they are.
  - Alec suggested that this is something which needs to be discussed with all junior board members to determine a way forward. This would effectively be a bylaw change which needs input from the whole membership and would take time.
  - Kristin suggested that this would be a good opportunity to develop the guidelines so that it is clear for the future.
  - Shirley stated that even though they are not competing now, they are still experienced skaters and in a good position to mentor younger skaters.
  - Brittney recommended not making changes right away as the officers have only just been voted in by the membership but starting a discussion with all members to create a policy going forwards.
- Vote on OSC delegates
  - 4 delegates voted – Alec, Brittney, Kristin, Shirley
- Alec informed the board that the club contributed the \$4,500 (plus \$30 transaction fee) to cover the coaching fees for Ralph Burghart and Keegan Messing. This was approved by the board via email communication on July 14<sup>th</sup> 2022 with 5 yes votes and 2 abstentions.

### **Adjourn | Upcoming Calendar**

- Next meeting – September 19<sup>th</sup> at 7pm
- Meeting adjourned at 7:37pm.