

Skating Club of Oregon DBA Winterhawks FSC

Board of Director's Meeting Minutes Monday | January 23rd, 2023

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:

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

WFSC Chairs:

Public Relations & Safesport Chair: Shirley Yau

Test Chair: Alec Schmitt

Sanctions Chair: Brittney Shiue

Meeting Agenda

1. Roll Call at 7:04pm
 - a. Board: Alec Schmitt, Brittney Shiue, Michaela Dorf, Kristen Velasco, Fan Jiang
2. November 21st, 2022 meeting minutes uploaded by Brittney on Basecamp
 - a. Motion by Alec to approve the minutes. Seconded by Kristen. Minutes approved.
3. Governing Council
 - a. Announcement just came out stating event will take place in Las Vegas May 5-6th.

- b. Two board members can attend – Alec is not available, Kristin is interested.
- c. More details to follow.

4. Club Jackets

- a. Michaela gave an update following talks with Shirley regarding the Nike samples received.
 - i. Not all options had all sizes available.
 - ii. The option we liked the most had a hood, which is not suitable.
 - iii. Shirley had planned to ask if there were any other styles available without hoods.
- b. Need to look at other options – more information available once Shirley is back.

5. Club Skater Gifts

- a. Start thinking about ideas for this year's skater gifts.
 - i. Recent gifts have included – hat, water bottle, lunchbox, blanket, gear bag.
- b. Report back suggestions at February's meeting.

6. Committee Reports

1. Finance – Kristin

- a. Kristen will upload December reports to Basecamp, but all financial information has been input and the accountant is up to date.
- b. Need to get W2's for Lauren, Ralph and Keegan.
- c. We have been reimbursed for one test session but it will take a while to be reimbursed for the most recent test – Alec is working on it.
- d. Everyone has been reimbursed their expenses for the Nutcracker except for Erin and Aroa.
- e. The raffle baskets raised \$1,000.
- f. The program messages were down on last year.
- g. Annual tax payment is completed.

2. Fundraising – Tiesha (no report - not in attendance)

3. Membership – Eunice (not in attendance)

- a. Brittney has submitted the skate school numbers to Eunice.
- b. Michaela mentioned the test permission form and maybe we could set up a standard process for requesting this form – with the introduction of virtual testing more skaters may be deciding to go this route.
 - i. Brittney found the permission form online and it was determined that it can be signed by any of the club officers.
- c. Alec is looking into the possibility of setting up last minute test sessions for our skaters since local sessions are often filling up quickly.

4. Hospitality – Aroa/Brandie (no report - not in attendance)

5. Junior Board – Lara (not in attendance)
 - a. Junior Board are planning to sell flowers and candy boxes for Valentine’s Day.
 - b. The most recent Skater Spotlights have focused on the synchro team.
 - c. Friendship games is coming up – need to communicate this to our members.

6. Public Relations – Shirley (no report – not in attendance)

New Business/AOB

- Fan asked how many board positions would be up for election this year since some parents have expressed interest in getting involved.
- One term is 2 years.
- Brittney, Michaela, Eunice, and Tiesha will be up for reelection in June 2023.
- Kristin has developed a chart in the Nominations section of Basecamp that shows the status of each of the board members’ positions.

Adjourn | Upcoming Calendar

- Next meeting: February 20th at 7:00pm
- Meeting adjourned at 7:39pm