

Skating Club of Oregon

DBA Winterhawks FSC

Board of Director's Meeting Minutes Monday | April 17th 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 7:03pm
 - a. Board: Alec Schmitt, Brittney Shiue, Michaela Dorf, Eunice Kim, Fan Jiang
 - b. Other members: Shirley Yau, Aroa Calvo (joined at 7:05pm, agenda item 3), Brandie Skariah (joined at 7:18pm, agenda item 5)
 - c. Junior board: Lara Bhardwaj (left at 8:15pm, following JB report)
2. March 27th, 2023 meeting minutes uploaded on Basecamp
 - a. Motion by Eunice to approve the minutes. Seconded by Alec. Minutes approved.

3. Governing Council

- a. Ikaika has confirmed that the club does not pay for whoever attends the Governing Council.
- b. Alec has read through the GC meeting book notes (270 pages) and identified two main changes. Membership fees will be changing and adding two new categories.
 - i. For 23/24 – adding “Aspire” membership.
This will be below the “Intro” member and aimed at skate school members up to pre-preliminary MITF. It will cost \$50 and can be renewed for multiple years. Encourages early testing.
 - ii. For 24/25 – adding “Coach” membership.
PSA will go away and everything will move to USFS. Membership fee will cover everything – background check, insurance etc.

4. Synchro Fundraising

- a. It has been determined that the synchro team can fundraise using the club’s name.
 - i. Need to make sure that the book keepers keep a note of any money raised for synchro.
- b. For skater support the byelaws state that the synchro team is a single unit since it is only one entry. Stipends are not available for each individual skater. For synchro, stipends will apply for nationals and above.
 - i. Can always vote to increase the stipend when the situation arises.
- c. Motion by Brittney to allow the synchro team to fundraise under the club name. Seconded by Eunice. No opposition. Motion approved.

5. Club Jackets

- a. The most promising jacket option was suggested by Brittney from Weissman. They are \$90 per jacket with a one time \$50 fee per order to add the logo on the back. Minimum order is 6 and all sizes are available from youth to adult.
- b. Decided that the blue to black ombre would be most suitable for our club colors.
- c. Plan to charge \$150 with the option to add name on the front.
- d. There was some concern that the jackets look a little loose rather than form fitting. However, Team USA and National Development Team jackets seem to use a similar style.
- e. Brittney will order one XS jacket as a sample to determine the fit and style of the jacket and report back.

6. Spring Show

- a. Coaches did not want tables for this event so 16 tables available for purchase online. Currently 12 are sold.
- b. 100 bleacher tickets are sold.
- c. 5 program messages sold.
 - i. These are easier to sell in person – during show practice.
- d. Aroa confirmed that the synchro team will prepare the raffle baskets.

- i. 10-12 themed baskets
 - ii. \$5 – 1 ticket, \$20 – 5 tickets
- e. Need a sign up sheet for spring show volunteers – Brittney will include in Club newsletter to be sent by the end of the month.
- f. Spring Show final details meeting Wednesday May 3rd at 6:30pm.

7. Annual Meeting

- a. Date set at the last meeting for June 10th.
- b. Location TBD but suggested to find somewhere with cover since it was raining last year.
 - i. THPRD Kennedy Park suggested
- c. Skate school ends at 2pm, so 3pm start time still seems best.
- d. Skater gifts for full members only, not intro members.
 - i. Motion by Alec to approve the garment bag suggested by Shirley. Seconded by Brittney. All approved.
 - ii. Shirley will order one to figure out the best way to add the club logo.
- e. Members can sign up to bring food to share.
- f. Fan will produce the ballot for elections.
 - i. Will tidy up the nominations folder on Basecamp.
 - ii. Brittney, Michaela, Eunice, Tiesha – up for election.

8. Committee Reports

- 1. Junior Board – Lara
 - a. Mother’s Day flower promotions have started.
 - b. There was a miscommunication regarding cash from the Valentine’s Day flower money – this time money can be dropped in the WFSC envelope at the front desk.
 - c. JB elections coming up in May – Brittney will help with the voting process.
 - i. All four board members are up for election.
 - d. JB still interested in helping with synchro fundraising but has not yet received further information from Coach Emily.
- 2. Finance – Kristin (no report - not in attendance)
- 3. Fundraising – Tiesha
 - a. Planning a team dinner once school has finished for the year.
- 4. Membership – Eunice
 - a. Nothing to report – no change in membership numbers.
 - b. Brittney will send the skate school email regarding membership options on June 1st. This will include information about the new Aspire program.
- 5. Hospitality – Aroa/Brandie
 - a. Test session to take place on May 1st 8:45-11:00AM

- b. Brandie reported that Coach Sofia has requested that we celebrate birthdays once a month.
 - i. Board agreed this was a good idea so that no one is missed individually.
 - ii. Eunice can pull report from the membership database with a list of birthdays.
 - iii. Plan to start group celebrations in July – the beginning of the new membership year – on the Saturday closest to the 1st of the month.

6. Public Relations – Shirley

- a. Senior dinner is being planned.
- b. Senior gifts are completed.
- c. Annual meeting date and time is confirmed, location TBD.
- d. Club jackets – still have samples to hand out to skaters who need them this year in time for May Blades/Ice Fest.
- e. Spring show – planning the volunteer sign up sheet.
- f. Birthday celebrations should be for full members and coaches.

New Business/AOB

- None

Adjourn | Upcoming Calendar

- Next meeting: May 15th at 7:00pm
- Meeting adjourned at 8:27pm