

# Skating Club of Oregon

## DBA Winterhawks FSC

### Board of Director's Meeting Minutes Monday | May 15<sup>th</sup> 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, Kristin Velasco, Tiesha Rask, Fan Jiang
  - b. Other members: Shirley Yau, Aroa Calvo, Brandie Skariah (joined at 7:20pm, agenda item 4)
2. April 17<sup>th</sup>, 2023 meeting minutes uploaded on Basecamp
  - a. Motion by Tiesha to approve the minutes. Seconded by Brittney. Minutes approved.

### 3. Club Jackets

- a. Weismann sample jacket arrived.
  - i. Unfortunately not what we were hoping for.
  - ii. Colors were washed out – does not look good.
- b. Shirley has found another option which is similar to the National Development Camp jackets.
  - i. <https://moveu.us>
  - ii. All sizes available, youth to adult.
  - iii. Standard jacket is \$25, customized is \$65.
  - iv. Waiting for an answer regarding color options available and will report back.

### 4. 2023-2024 Membership Fees

- a. It was decided at Governing Council to increase membership fees for all categories.
- b. Our club fees will need to increase to cover this. Suggested fees are:
  - i. Primary skater \$200 -> \$230
  - ii. Additional skater \$70 -> \$100
  - iii. Intro/Bridge skater \$100 -> \$130
  - iv. Aspire \$40 \*\*new program\*\*
  - v. Collegiate skater \$70 -> \$100
  - vi. Family currently \$270 – should be removed, not needed
  - vii. Coaches \$70 -> \$80
  - viii. Officials \$70 -> \$80 (split out from coaches)
- c. Need to set up an Aspire Program – Alec to talk to Ikaika.
- d. Advantages of the Aspire program
  - i. Increases our membership numbers.
  - ii. Gives us more voting power at Governing Council.
- e. Tiesha proposed motion to approve these fee increases. Kristin seconded. No opposition so motion is passed.

### 5. Annual Meeting & Skater Gifts

- a. Annual meeting to take place Saturday June 17<sup>th</sup> at Kennedy Park 2-6PM.
  - i. Event starts at 3PM.
  - ii. Park rental fee is \$48.
- b. Tiesha proposed motion to approve club paying the rental fee. Michaela seconded. No opposition so motion is passed.
- c. Event will be pot-luck style.
- d. Shirley to create an evite for Brittney to send out in the next club newsletter.
- e. Alec to talk to coaches regarding the end of year awards – Brittney will send the categories.
- f. Senior gifts are purchased.
- g. Skater gifts will be garment bag.
  - i. Shirley presented 4 options for customizing the bag.
  - ii. Option 1 selected by the board.

- iii. Only for primary skaters.
- h. Discussion on what to give intro skaters.
  - i. Notebook with club sticker was suggested.
  - ii. Brittney will look at a website she has used before for stickers.
- i. Fan will set up ballots for the four open board positions and create an agenda for the event.
- j. Pre-Annual Meeting meeting schedule for Monday June 12<sup>th</sup> at 7PM.

## 6. Committee Reports

### 1. Finance – Kristin

- a. Test session expenses have been reimbursed.
- b. Spring show finances:
  - i. Raffle \$650
  - ii. 10 program messages \$100
  - iii. 15 tables \$3375 (minus expenses)
- c. Junior Board bouquets:
  - i. Ordered 20 bouquets, 16 sold.
  - ii. 8 sold online \$35 each
  - iii. 3 sold at the show, 2@ \$35, 1@ \$40
  - iv. 5 more sold \$30 each
- d. Synchro funds need to be tagged as such for book keeping, like the Junior Board funds are tagged.

### 2. Fundraising – Tiesha

- a. Setting up the Jamba Juice card fundraiser. Will hand them out at the Annual Meeting.
- b. Need a membership list to prepare envelopes.

### 3. Membership – Eunice (not in attendance)

- a. No change in membership numbers this month.

### 4. Hospitality – Aroa/Brandie

- a. Test session to take place in August.
- b. Feedback from tables at spring show:
  - i. Tables were a little close together since we had to leave space for the videographer – perhaps have one less table next time.
  - ii. Need a knife to cut cheese.
  - iii. Need more crackers.

### 5. Junior Board – Lara (not in attendance)

- a. Brittney provided a brief report.
- b. Sold 16 of 20 mother's day bouquets. Gave one to Coach Kelli.

- c. Junior Board elections are taking place, new president should be in place by the end of the week.
  - d. All social media plans completed – posted mother’s day video.
  - e. Need to communicate better with all skaters about joining the junior board.
- 6. Public Relations – Shirley**
- a. Will be sending out invitations for the Senior Dinner.
  - b. Preparing an evite link for the Annual Meeting.
  - c. Updating the membership details (new fees etc.) on the club site. Can start renewing membership for next year beginning June 1<sup>st</sup>.
  - d. Will start monthly birthday celebrations in July.
  - e. Cleaning up and putting away all the costumes from the spring show.

**New Business/AOB**

- None

**Adjourn | Upcoming Calendar**

- Next meeting: June 26<sup>th</sup> at 7:00pm
- Meeting adjourned at 8:17pm