

Skating Club of Oregon

DBA Winterhawks FSC

Board of Director's Meeting Minutes Monday | October 16th 2023

7:00 p.m. – Teams 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: Shirley Yau

Test Chair: Alec Schmitt

Sanctions Chair: Brittney Shiue

Safesport Co-Chairs: Shirley Yau & Michaela Dorf

Meeting Agenda

1. Roll Call at 7:02pm
 - a. Board: Alec Schmitt, Brittney Shiue, Michaela Dorf, Kristin Velasco, Fan Jiang
 - b. Other members: Shirley Yau, Aroa Calvo, Katrina Fraijo, Dina Radzwillowicz, Mike Milligan
 - c. Junior board: Alëna Budko
2. September 18th, 2023 meeting minutes uploaded on Basecamp
 - a. Motion by Brittney to approve the minutes. Seconded by Shirley. Minutes approved.

3. 2023-2024 NQS Sectional Qualifiers Stipend
 - a. Five sectional qualifiers this year – Alëna, Addison, Anna, Gabi, Emma (pairs with Beckham from PISC)– each will get \$500.
 - b. Aroa asked if there was any hospitality budget for sectionals send off celebration taking place November 4th.
 - i. Looking ahead what else might we have to pay out from skater support this year – adult synchro team to nationals, skaters to nationals, internationals, 2024 excel finals.
 - ii. Shirley reminded everyone that the celebration is for all skaters – no need to spend a lot on the five qualifiers as they will already be getting the stipend.
 - iii. Prepare a card ahead of time for all coaches and skaters to sign.
 - iv. Stipend check will be inside card.
 - v. Beckham will be included in the celebration and receive a card from the club but no stipend since he is a member of PISC.
 - c. Kristin proposed a budget of \$300 for the sectionals send off celebration to include cost of card/small gift, Brittney seconded the motion. Noone opposed. Motion passed.
4. Club Jackets
 - a. Samples have been sent for embroidery, waiting to get them back. Hopefully we'll have them in the next week.
 - b. Once here and if they are ok we'll start taking orders.
5. Monthly Birthday Celebrations.
 - a. September's test budget of \$50 was sufficient – stick with this for the future.
 - i. Spent \$51.95 which included the cost of the banner and table cloth which can be reused each month. Parents also contributed.
 - b. Next monthly celebration will be October 28th.
6. Nutcracker Tables
 - a. Stick with 16 tables for this year's performance.
 - b. Budget used for each table last year was not enough, need \$10-15 more per table. Alec suggested working with \$45 per table from the hospitality budget.
 - i. Table cost should increase to \$260 to cover increased budget for food/drink.
 - c. Tickets will go on sale on November 1st. Ikaika has suggested zoned seating – Alec is working on ticket sales.
 - d. Brittney will send an email to club on October 25th which information about tables.
 - e. Skater messages will remain at \$10 per message.
 - f. Suggestions
 - i. Have we thought about livestreaming the show?
 - ii. Could we pay to get chairs delivered and picked up? – Michaela will look into cost of this.
 - iii. Could we have an online program with QR code to access it? – could be available on the tables.

7. Committee Reports

1. Finance – Kristin
 - a. Test session judges travel fees reimbursed.
 - b. Meeting up with the bookkeeper.
 - c. Organizing stipend checks for sectional qualifiers.
2. Fundraising – Tiesha (not present)
 - a. Currently gathering items for raffle baskets – anyone can sign up to donate a basket via the last club email newsletter.
3. Membership – Eunice (not present, no report)
 - a. Alec reported that 23 Aspire members have been processed.
 - i. Issues with credit card processing meant we are waiting for USFS to invoice for some of the payments.
 - ii. FYI Aspire members do not show up in our membership roster like regular USFS members do.
 - b. Need all pending membership requests to be completed before the October 19th test deadline.
 - c. Alec has created a list of Aspire members and their birthdays to send to Shirley.
4. Hospitality – Aroa
 - a. All items covered already – see above.
5. Junior Board – Alëna
 - a. Spooky Skate will take place Saturday October 28th 2:30-4:30PM.
 - i. Discussing offering raffle baskets as a fundraiser during the skate.
 - ii. Michaela asked if it was possible to add the Spooky Skate flier to the WSC website, more posters inside the rink.
 - b. Planning cards for Christmas.
6. Public Relations – Shirley
 - a. Still waiting on jackets – see above.
 - b. Not much on social media recently as it is hard to get photos with all skaters
 - c. Working on Nutcracker advertising.

New Business/AOB

- None

Adjourn | Upcoming Calendar

- Next meeting: November 20th at 7:00pm
- Meeting adjourned at 7:59pm