**Wayne Westland Figure Skating Club Minutes**

**June 28, 2022**

**Call to Order:** Meeting was called to order at 6:35p.m.

**Present:** Dave P, Shaun T, Tess K, Renee B, Rana S, Ronda O, Pam L, Sharon M, Bill G

**Absent with approval:** Amy H

**Minutes:** A motion was made by Shaun to accept the minutes from last meeting. Bill seconded the motion. Minutes approved.

**Treasurer’s Report:** Balance in account is $6,800. Renee provided financial report outlining debit and credit activity through meeting date. Report received and recorded. Discussion was held on what balance the Board was comfortable with. Bill explained, based on our classification with the State of Michigan, our club is able to make a profit of less than $5,000 a year over seven (7) years. This amount can be averaged over this seven-year period, meaning profit can be over one year and under another as long as the average is less than $5,000 per year over seven years. Board informally agreed that $10,000 is a comfortable minimum balance. Bill stated that we could bid on hosting the Tri-State competition with a potential revenue of a couple of thousand dollars.

Club Tax Status – WWFSC is a domestic nonprofit corporation with the State of Michigan (<https://www.michigan.gov/lara/bureau-list/cscl/corps/corporations/types/domestic-nonprofit-corporation#:~:text=Nonprofit%20corporations%20are%20those%20formed%20in%20which%20members,are%20those%20involving%20religious%2C%20educational%20and%20charitable%20activities>.

 We are not a federal 501c3. We do not have any tax benefits or allow any one who gives us donations any tax benefits. The main benefit is we are allowed to have a bank account in the name of the club. Possible link to rules: [printDocument (mi.gov)](http://www.legislature.mi.gov/%28S%284140dice32lvlxblyhwdbweh%29%29/printDocument.aspx?objectName=mcl-Act-162-of-1982&version=txt)

**MMIA Report:** Tess reported that off ice workouts are being held in the Mike Modano parking lot every Wednesday from 6p to 7p. MMIA is also looking for skate guards and concession help. Minimum age is 16 years old. Proposed freestyle ice Monday – Friday from 4p to 5:50p starting after Labor Day until October 28th. Time will change to 5p to 5:50p on that date to accommodate the high school

 hockey team. We might have the opportunity for a couple of hours of freestyle ice on Sundays. Tess will text other coaches to determine interest. Rates per session are $13 for residents and $14 for non-residents. No punch cards this season. Shaun asked if MMIA would consider using a pay in advance contract with a discount similar to Farmington. She will provide a copy of it to Joe and include Tess in the email. Learn to Skate session price increased by $1.00. Ice rate increased to $245 - $255 per hour (about $10 to $20 dollars from last season). The arena is installing new boards.

**Future Club Activities:** The extension of power areas to support the floor lights for ice show was completed. The city required that a licensed electrician perform the work. The cost was $4,965. Joe Burton asked if the club was willing to contribute to the payment of this expense. The club was not aware of the potential cost of this extension and would have not pursued it. After discussion, the board members asked for an itemized invoice and will consider contributing to the cost of materials, but not the labor as this was required by the city. Dave will request a copy of the invoice and we will revisit this at the meeting in July.

**Committee Reports**

**Delegate’s Report:** Bill shared that Tri State Council will be hosting on and off ice skater instruction and club education on October 15th at the Dearborn arena. Dave will receive an email notification from Tri State once the details are finalized.

**Competition/Ice Show:**

* **Ice Show:** DVDs were distributed to those in attendance at the end of season BBQ. Tess has the remaining copies and cast photos and asked individuals to stop by the Westland Golf Course on Sunday or Monday to pick up or at the Wednesday Off Ice Workouts at Mike Modano Ice Arena. Only had ten responses to ice show survey, so little feedback was obtained. Shaun offered to follow-up with directors and coaches to secure more information and would like to tighten up process and management of the show with a firm schedule, timelines, and assignments. She will begin working on this and plans to have recommendations by the September meeting.
* **Competition:** The board discussed hosting the annual competition, typically the second Saturday of November. This date has been confirmed with Joe Burton of MMIA. The board discussed considering other dates due to the number of competitions that occur in November and the challenge of securing a referee and judges. Rana and Shaun have agreed to be part of the competition and planning and will begin work on preparing the sanction and announcement. Laurie Sitarski is willing to act as a guide and answer questions.
* **Membership**: Laurie Sitarski renewed membership for those who completed their forms. Renee stated that we need to determine who still owes their membership fee. Laurie did state to Shaun that she is willing to continue her roles as Membership Chair. Shaun and Laurie did have a discussion about auditing our current rates for possible adjustment.
* **Media**: Renee asked we share appropriate content with her to post. It was discussed that it would be beneficial for engagement if we posted something every week. Some ideas were fitness videos, reminders of weekly off-ice workout, and skater bios. Tess volunteered to create a form to collect bios from interested skaters.
* **Skater’s Advisory:** No report.
* **Fundraising:** Goal is to create fundraising plan and timeline that has options members can choose from. Ideally, would like to have at least one club fundraiser and two optional, one for skater ice show fees and one that is a split between the club and skaters. Recognize that these are challenging financial times and want to be mindful of that but also need to have at least one annual fundraiser for the club. Welcome ideas and support from all members. Courtney Ozog suggested hosting a city-wide garage sale.
* **Testing:** The club is considering hosting a virtual competition. Dave has been doing some research on it and Shaun indicated she would be willing to reach out to Western Michigan University regarding their process. She has spoke with representatives of the Farmington Hills Club who are open to collaborating with us and sending skaters to our tests. We could coordinate a schedule to space out tests between both clubs. Shaun suggested that Dave reach out to the Farmington test chair.
* **Nomination: BOARD ELECTION RESULTS** The election has been completed and Pam Larsen is our newest board members. The following individuals have been elected to the board for a three-year term through June 30, 2025: Renee Brown, Pam Larsen, Sharon Mattioli, and Dave Petzel. The officers for the board remained the same and will remain until June 30,2023 – Dave Petzel – President, Shaun Taft – Vice President, Renee Brown – Treasurer, and Amy Harris – Secretary.

**New Business:** Dave will pursue monthly meetings with Joe Burton to maintain clear communication.

**Old Business**: Dave will be coordinating with Joe Burton to remove the lift from the Zamboni end of the ice and scheduling a work day to clean out under the bleachers in order for them to be moved back to accommodate the installation of the new boards. Dave will ask for volunteer if needed. Winch removal is on hold. The large cardboard carpet rollers need to be chopped up and thrown away. Most likely will need to use a saw to do this. Shaun and Sharon will arrange to pick up the two awards stands from the DISC and take them to Sharon’s house for repairs. WIFI at MMIA – need to determine the strength and best spot for reception in order to determine where to set up the accountant for the competition. Want to be able to post results electronically and need sufficient services. Bill suggests walking around the arena with a laptop playing a video to determine best reception. Tess volunteered to do this once she can get in the arena.

**Meeting Follow-up:**

1. Dave to share information about considering hosting Tri State Competition.
2. Tess to secure interest from coaches about possible Sunday Ice.
3. Shaun to email Joe examples of pre-pay ice show contracts.
4. Dave to obtain itemized invoice for electrical work at arena.
5. Shaun to contact ice show stakeholders to obtain feedback and suggestions.
6. Rana and Shaun to work on sanction and announcement for competition.
7. Renee and Laurie determine who still owes membership fees.
8. Tess to create skater bio forms to collect information to share on FB.
9. Dave to reach out to FHFSC test chair to discuss collaboration.
10. Sharon and Shaun pick up awards stands from DISC.

**Adjournment**: Rana made motion to adjourn meeting at 8:14p and Tess provided the second. Meeting adjourned.

**Next meeting:** July 26, 2022 at 6:30p.m.