



# Parent Meeting

August 14, 2023



# Agenda

- Introductions: Officers, Board, Coaches & Committee Chairs
- Membership Update
- Season Calendar & Weekly Schedule
- Handbook & Bylaws
- Budget & Financial Summary
- Membership Dues Payments (billing frequency & timing)
- Volunteer & Fundraising Commitments
- Fundraising Opportunities
- Parent Code of Conduct
- Spirit Wear & Skating Jackets
- Questions

# LCSC Board Members

## ❖ Executive Committee (Officers)

- Kevin Aker – President (2<sup>nd</sup> year of 2-year term)
- Lesli Gordon – Vice President (1<sup>st</sup> year of 2-year term)
- April Pepmeier – Secretary (2<sup>nd</sup> year of 2-year term)
- Ryan Mackos – Treasurer (1<sup>st</sup> year of 2-year term)

## ❖ Other Board Members (all 1-year terms)

- Heather Lehnert - Ice Skating Professional Representative
- Jason Abon – Board Member at Large
- Lisa Hittle – Board Member at Large
- Ice Show Chair – Open
- Fundraising Chair – Open



# LCSC Coaches

- Katie Baxter
- Emma Baxter
- Taylor Burdekin
- Liz Fernandes
- Heather Lehnert
- Kelley Morris-Adair
- Lily Thompson

# Committee Chairs

- Marketing / Publicity Committee Chair = Open (Lesli Gordon)
- Fundraising Committee Chair = Open (Kevin Aker)
- Volunteer Committee Chair = Lisa Hittle
- Hospitality / Spirit Committee Chair = Trish Garrett & Open
- Competition Co-Chairs = Taylor Burdekin & Lisa Hittle
- Compliance Chair = Karen DeSanto
- Testing Chair = Hong Li & Open
- Ice Show Chair = Open
- Ice Show Directors = Katie Baxter & Kelley Morris-Adair
- Finance Committee Chair = Ryan Mackos

## Ice Show Sub-Committees

- Costumes
- Publicity
- Sales
- Staging
- Decorations
- Volunteers/Staffing
- Concessions
- Park & Rec Liaison

❖ Please let a Board Member know if you're interested in an open Chair position

# LCSC Membership



	<u>2018-2019</u>	<u>2019-2020</u>	<u>End 2020-2021</u>	<u>End 2021-2022</u>	<u>August 2022</u>	<u>End 2022-2023</u>	<u>August 2023</u>
Gold	34	32	24	28	26	30	35
Silver	3	0	2	7	9	8	3
Bronze	3	6	6	N/A	N/A	N/A	N/A
Junior	N/A	N/A	5	10	5	5	5
Associate	8	10	12	6	3	4	4
Adult	N/A	N/A	N/A	3	3	3	3
<b>Total</b>	<b>48</b>	<b>48</b>	<b>49</b>	<b>54</b>	<b>46</b>	<b>50</b>	<b>50</b>

Highest Gold membership in the last 6 years!

Membership is ahead of last season's starting membership by 4.

## Welcome New Members (10):

- Oaklee Berend – Junior
- Sophie Jagers – Junior
- Alana Roberts – Junior
- Shoki Sato – Junior
- Aradhana Sriram – Junior
- Mayu Ball – Gold
- Miyu Ball - Gold
- Kenna Murray – Silver
- Sophia Lim - Associate
- Pam Schmelz - Associate

# 2023-2024 LCSC Season Calendar (August – December)

## LCSC Season Calendar 2023 – 2024\*

June	2-4 13	<i>Indy Metro Challenge (Carmel, IN) - Part of the Indiana Championship Series</i> Board Meeting – 7:00pm
July	6-9 10	<i>Kathy Slack Troy Summer Competition (Troy, OH)</i> Board Meeting – 7:00pm
August	4-6 7 7 8 13 14 25-27	<i>Scott Hamilton Invitational (Nashville, TN)</i> 1 <sup>st</sup> Day of Club Skater/Parent Meetings - 4:15pm (Level 2 Skaters) & 4:50pm (Level 1 Skaters) Board Meeting – 7:00pm Swim Party at Coach Katie Baxter’s House from 2:00-5:00pm Parent Meeting(s) – Time <del>tbd</del> <i>Battle of the Blades (Fort Wayne, IN) - Part of the Indiana Championship Series</i>
September	4 12 16-17 29	<b>Labor Day - NO CLUB</b> Board Meeting – 7:00pm <i>Skate Evansville (Evansville, IN) - Part of the Indiana Championship Series</i> Test Session (approx. 6:00-6:45pm)
October	9-13 17	<b>Fall Break - NO CLUB</b> Board Meeting – 7:00pm
November	14 22-24	Board Meeting – 7:00pm <b>Thanksgiving Break - NO CLUB</b>
December	12 15 20-January 5	Board Meeting – 7:00pm Family Skate & Holiday Party - 6:00-6:45pm <b>Winter Break - NO CLUB</b>

- We started a week earlier this season
- No club during Fall Break, Christmas Break or Spring Break. Other Holidays & Professional Development Days vary.
- Our Columbus Invitational competition will be held the same weekend as last season (1<sup>st</sup> weekend in March)
- The Ice Show will be held the same week as last season (last week in April)
- Board meetings will typically be held the 2<sup>nd</sup> Tuesday of the month at 7pm.

# 2023-2024 LCSC Season Calendar (January - April)

January	8	Club resumes (Monday)
	9	Board Meeting – 7:00pm
	15	<b>MLK Jr. Day:</b> Normal Monday Club Hours (3:30-6:00pm)
February	13	Board Meeting – 7:00pm
	19	Power (Large Group) Ice Show Rehearsals Begin
	23	Competition Simulation Session – 5:15-6:45pm
March	1-3	<i>Columbus Invitational &amp; Test Session – Columbus, IN</i>
	4-8	Ice Show Small Group Rehearsals Begin
	11-15	<b>Spring Break - NO CLUB</b>
	19	Board Meeting – 7:00pm
	22-24	<i>Louisville SEGL Competition</i>
	29	<b>Good Friday:</b> Club Hours 2:00-6:00pm (will include Small Group & Power practices)
April	9	Board Meeting – 7:00pm
	23-25	2024 Ice Show Rehearsals
	26-28	2024 Ice Shows
	28	Last Day of Ice Show & Last Day of Club
May	13	Family Skate 4:30-5:30pm
	13	Annual Meeting/Banquet 6:00-7:30pm
	14	Board Meeting – 7:00pm

(Rev04 08/07/2023, \*Subject to Change)



# LCSC Weekly Schedule

## LCSC WEEKLY ICE SCHEDULE

2023 - 2024

### Monday

3:30 – 4:15pm

Level 1 Freestyle Session for Gold + All Junior\* + Purchasers of half-season “Power [Package](#)”\*

4:15 – 4:40pm

Level 1 Power (Gold + Level 1 Purchasers of half-season “Power Package”)

4:15 – 4:40pm

Level 2 Off-Ice Conditioning in the Event Room (Gold members only)

4:40 – 4:50pm

#### Resurface

4:50 – 5:15pm

Level 1 Off-Ice Conditioning in the Event Room (Gold members only)

4:50 – 5:35pm

Level 2 Freestyle Session for Gold + Level 2 Purchasers of half-season “Power [Package](#)”\*

5:35 – 6:00pm

Level 2 Power (Gold + Level 2 Purchasers of half-season “Power Package”)

### Wednesday

3:30 – 4:15pm

Freestyle Session for Gold + Junior Members

4:15 – 5:00pm

Freestyle Session for Gold + Silver Members

5:00 – 5:15pm

#### Resurface

5:15 – 6:00pm

Freestyle Session for Gold + Silver + Adult Members

6:00 – 6:45pm

Freestyle Session for Gold + Silver + Junior\*\*\* + Adult Members + Associate Members (\$10 Walk-On\*\*)

### Friday

3:30 – 4:15pm

Freestyle Session for Gold members

4:15 – 5:00pm

Freestyle Session for Gold + Silver Members

5:00 – 5:15pm

#### Resurface

5:15 – 6:00pm

Freestyle Session for Gold + Silver + Adult Members + Associate Members (\$10 Walk-On\*\*)

6:00 – 6:45pm

Freestyle Session for Gold + Silver + Junior + Adult Members + Associate Members (\$10 Walk-On\*\*)

- Only skate the sessions designated for your membership level and/or skating level
- Do not exceed the maximum number of weekly sessions allowed for your membership level
- Ensure skaters practicing their program to their music are given the right-of-way.
- Do not enter the ice for Power early. Wait for a coach to announce the start of Power.

# LCSC Weekly Schedule

\* Monday Freestyle sessions require non-Gold members to use one of their weekly freestyle sessions.

\*\* Associate Members - please make payments to LCSC and deposit in the LCSC payment box at Skate Rental.

\*\*\* Junior Members must be in a lesson with their coach in order to skate the Wednesday 6:00-6:45 session.

## **Please Note:**

- Level 1 = Skaters are required to have passed a minimum skating level of Basic 6
- Level 2 = Skaters are required to have passed a minimum skating level of Pre-Juvenile Moves-In-The-Field and/or Pre-Juvenile Free Skate or with club coach approval
- Junior Members = Skaters are required to have passed a minimum skating level of Basic 4 for ages 5 years and older.

(Rev02 8/04/2023, Subject to Change)

# Handbook & Bylaws Revisions



- The LCSC Handbook & Bylaws document is currently being reviewed and revised.
- Proposed changes will be discussed and acted upon at our September Board meeting.
- We will communicate changes and post the revised document on our website in September.

# 2023-24 Club Operations Budget

2023-2024 Club Operations Budget		
<b>Revenue</b>		
Club Revenue	\$ -	\$50 in 2022-23
Membership Dues	\$ 53,250	See "Dues, Fees, Fundraising" worksheet for assumptions
LCSC Application Fees	\$ 6,070	See "Dues, Fees, Fundraising" worksheet for assumptions
Power Packages	\$ 1,800	See "Dues, Fees, Fundraising" worksheet for assumptions
Fundraising (Laura Jo's, Kroger, Restaurants)	\$ 750	\$3,318 in 2022-23
Used Skate Sale	\$ 250	Net \$250 club profit in 2022-23
Member Obligation (Fundraising)	\$ 24,465	\$4,212 in 2022-23
Walk-On	\$ 900	\$490 in 2022-23
Test Session Revenue	\$ 2,200	\$2,205 in 2022-23
CD Interest	\$ 360	
Credit Card Earnings	\$ 500	
Unapplied Cash Payment Revenue	\$ -	\$46 in 2022-23
Uncategorized Income	\$ -	\$8 in 2022-23
<b>Total Club Operations Revenue</b>	<b>\$ 90,545</b>	\$74,947 in 2022-23
<b>Expense</b>		
1099 Filing Fees	\$ 25	\$24 in 2022-23
Advertising	\$ 250	\$367 in 2022-23 (not sure what this is...and if it might include some ice show promo)
Annual Membership Fees	\$ 150	SEGL & Tri-State Council Membership Fees (I think Tri-State is incr. \$25)
Awards	\$ 450	\$569 in 2022-23...don't anticipate the need to buy 2 gold medals in 2024
Banquet	\$ 1,200	\$922 in 2021-2022...not sure of 2023 banquet costs
Off-Ice Instructor Pay (Barre/Stretching)	\$ 1,920	32 weeks * 2/week * \$30/session (\$1,680 in 2022-23)
Business Entity Report	\$ 25	\$23 in 2022-23
Coaches Pay for Power	\$ 2,880	(24 weeks+10 weeks* 2 coaches) * 2/week * \$30/session (\$2,860 in 2022-23) + 4 Session on Good Friday with 2 coaches * \$30/session
Coaches for Workshops	\$ 540	
EntryEeze	\$ -	
General Hospitality	\$ 150	\$146 in 2023
Google Workspace	\$ 50	\$157 in 2023
Ice Rental - Normal Club	\$ 74,495	\$260/hr, 94 club days (M=33, W=31, F=30); \$73,000 in 2022-23
Ice Rental - Credit	\$ -	\$2,250 credit for overcharge in March 2023
Insurance	\$ 600	D&O Insurance
Legal & Professional Fees	\$ 600	Tax Preparation (Dennis & Blish)
Photography	\$ 600	\$480 in 2022-23 (assume \$450 for pictures and \$60/senior)
PO Box Yearly Rental	\$ 210	\$198 in 2022-23
Postage	\$ 20	\$9 in 2022-23
Swim Party (Beginning of Year)	\$ 300	
Skate Party	\$ 300	\$273 in 2022-23
Spring Luncheon (End of Season)	\$ 375	\$344 in 2022-23
USFS Annual Fee	\$ 100	\$100 in 2022-23
USFS Processing Fees	\$ 25	\$21 in 2022-23
US Figure Skating Memberships	\$ 3,255	See "Dues, Fees, Fundraising" worksheet for assumptions; (\$3,321 in 2022-23)
<b>Total Club Operations Expenses</b>	<b>\$ 88,520</b>	\$73,450 in 2021-2022
<b>Net Club Operations</b>	<b>\$ 2,025</b>	(\$2,091 in 2021-2022)

## Primary Ops Revenue Sources

- Membership Dues
- Application Fees
- Fundraising Income
- Testing Fees

## Primary Ops Expense Sources

- Ice Rental (\$260/hour)
- US Figure Skating Dues
- Coaches Pay for Power Class & Workshops
- Administrative Expenses
- Year-End Awards Banquet

# 2023-24 Competition Budget

<b>2023-2024 Competition Budget</b>		
<b>Revenue</b>		
Registrations	\$ 24,000	\$23,465 in 2023 per EMS
Practice Ice	\$ 3,750	\$3,165 in 2023 per EMS + \$650 premium @ \$25
Premium Practice Ice	\$ -	Incl. above...\$650 in 2023 (26 x \$25 each)
Test Credits	\$ 75	Had 3 x \$25 each in 2023
Visitor's Center	\$ 1,000	\$1,000 in 2023 & \$1,000 in 2022
Vendor Sales	\$ 100	
Food Sales	\$ 500	
T-shirt On-Line Sales	\$ 1,850	\$1,830 in 2023
Plush Flower Sales	\$ 400	\$260 in 2023
Miscellaneous	\$ 250	\$352 in 2023
<b>Total Competition Revenue</b>	<b>\$ 31,925</b>	\$30,942 in 2023
<b>Expenses</b>		
Ice Rental	\$ 5,390	\$245/hr * 22 hrs (\$5,180 in 2023)
EMT Coverage	\$ 1,200	\$50/hr * 24 hrs (\$1,057 in 2023)
Videographer	\$ 3,900	\$15 * 260 starts (\$3,810 in 2023)
IN Council Scholarship Fee	\$ 800	\$5 * 180 1st starts (\$770 in 2023)
Co-Chairs Payment	\$ 600	\$600 each per contracts (\$1,200 in 2023)
T-shirt Expenses	\$ 1,350	\$1,424 in 2023
Plush Flower Expense	\$ 250	\$249 in 2023
Medals & Team Trophy	\$ 1,200	\$5/medal * 225 + \$75 trophy (\$1,147 in 2023)
IJS Scoring System	\$ 375	\$175 Rental + 200 travel expense (\$377 in 2023)
Officials' Dinner (Fri & Sat)	\$ 1,215	Fri = \$20 * 17; Sat = \$35 * 25 (\$1,224 in 2023)
Officials' Gift Card & Bag	\$ 850	\$50/official * 17 officials (\$828 in 2023)
Officials' Hotel Rooms	\$ 2,374	\$119/night * 19 nights plus 5% Occupancy Tax (\$3,026 in 2023)
Officials' Lunches	\$ 550	\$556 in 2023
Officials' Travel Reimbursement	\$ 4,200	\$4,193 in 2023
Hospitality & Welcome Bags	\$ 650	Coaches Lunches & Snacks (\$1,307 in 2023)
Decorations/Misc.	\$ 250	\$259 in 2023
<b>Total Competition Expense</b>	<b>\$ 25,154</b>	\$26,607 in 2023
<b>Net Competition Profit</b>	<b>\$ 6,771</b>	\$4,335 in 2023 & \$3,262 in 2022

# 2023-24 Ice Show Budget

2023-2024 Ice Show Budget		
<b>Revenue</b>		
Sponsorships	\$ -	\$12,150 in 2023 & \$10,665 in 2022
Parent Ads	\$ -	\$2,875 in 2023 & \$3,230 in 2022
Tickets	\$ 11,000	\$9,026 in 2023 & \$7,418 in 2022 (increased the price to \$12 from \$10 in 2023)
Costumes	\$ 12,500	\$12,528 in 2023 (Parks & Rec Undercharged \$10) & \$11,959 in 2022
Apparel Net Profit (T-shirts)	\$ 550	\$317 in 2022
Flower Sales	\$ 800	\$847 in 2023
Concessions	\$ 2,400	\$1,971 in 2023 & \$1,679 in 2022
DVD Sales	\$ 900	\$885 in 2023 & \$1,360 in 2022
<b>Total Ice Show Revenue</b>	<b>\$ 28,150</b>	<b>\$40,336 in 2023 &amp; \$36,630 in 2022</b>
<b>Expense</b>		
Sponsor Printing & Mailing	\$ 300	
Advertising/Promotional	\$ 400	\$290 in 2023
Bouquets of Flowers	\$ 100	\$80 in 2023
Costumes	\$ 12,000	\$11,647 in 2023 (including boot covers) & \$9,017 in 2022
Flower (Plush) Sales	\$ 150	\$74 in 2023, but most of the sold flowers were left over from Competition
Wall Storage	\$ 1,380	\$115/month (\$1,380 in 2023)
Concessions Supplies	\$ 500	\$775 in 2023 & \$541 in 2022
DVD	\$ 600	\$513 in 2023 & \$896 in 2022 (included the cost of the copying equipment)
Ice Rental	\$ 3,920	16 hours * \$245/hour (\$3,760 in 2023...16 hrs @ \$235/hr & \$3400 in 2022)
Coach Compensation	\$ 5,400	2 Directors @ \$1,500 each + 6 Supporting @ \$400 each
Ice Show Lighting (Alex Compensation)	\$ 400	\$400 in 2023
Ice Show Rink Maintenance Fee	\$ 300	\$300 in 2023
Park & Rec Show Fees (Adult Members)	\$ 234	\$234 in 2023 to pay Parks & Rec fees for our LCSC adult skaters
Programs	\$ 1,200	\$1,169 in 2023 for 550 copies (\$2364 for 2021 & 2022 combined)
Spotlight Lifts Rental	\$ 1,000	\$1,007 in 2023 & \$867 in 2022
Spotlight Rental	\$ 700	\$700 in 2023 & \$700 in 2022
Supplies (fabric, decorations, promo)	\$ 600	\$490 in 2023 & \$686 in 2022 (promo & sponsor mailing expense broken out above)
Decorations	\$ -	included in Supplies line above
<b>Total Ice Show Expense</b>	<b>\$ 29,184</b>	<b>\$29,190 in 2023 &amp; \$24,459 in 2022</b>
<b>Net Ice Show Profit</b>	<b>\$ (1,034)</b>	<b>\$11,146 in 2023 &amp; \$12,171 in 2022</b>
<b>Overall Club Profit/Loss</b>	<b>\$ 7,762</b>	<b>\$4,834 in 2022-2023</b>

Income from Ice Show Business Sponsors & Parent Ads (approx. \$15,000) is booked as Operations Revenue.

## 2023-24 Budget Summary

- Total Revenue = \$150,620
- Total Expense = \$142,858\*
- Forecasted Net Income = \$7,762

2022-23 Net Income = \$4,800

\* Budgeted expenses only increased 1% vs. last season's actual expenses, despite ice rental increasing 4%.

# LCSC Budget/Finance Overview



- We desire our total cash balance to cover 3-6 months of expenses.
  - Average monthly expenses = \$12,000 based on a 12-month calendar
  - Average monthly expenses = \$15,000+ based on a 9-month club calendar
- Current Club Account Balances (checking + savings) = \$41,740
- We are targeting \$7,000-\$8,000 net income this season to better position us in that 3-6 month range.
- Improving our cash position also enables us to minimize dues and/or fundraising commitment increases while attempting to absorb inflation.

# Membership Dues Payments



## Billing

- Dues are billed on a “quarterly” basis...about every 2 months (Aug, Oct, Jan, Mar)
  - Q1 = Aug 7 – Oct 6 (26 club days) – Invoice emailed around Aug 18 and due within 14 days
  - Q2 = Oct 16 – Dec 18 (26 club days) – Invoice emailed around Oct 20 and due within 14 days
  - Q3 = Jan 8 – Feb 23 (21 club days) – Invoice emailed around Jan 5 and due within 14 days
  - Q4 = Feb 26 – April 28 (21 club days) – Invoice emailed around March 1 and due within 21 days
- A late fee will be assessed for payments made after the due date
- Power package fees will be included on the quarterly invoices if not paid up front



# Volunteer Commitment



- Gold, Silver & Junior = 20 hours per family
  - Was 15 hours last year.
  - Increase driven by our competition expanding to 3 days as well as open positions likely driving the need to seek volunteers to do specific tasks (i.e. fundraising).
- Adult & Associate = 8 hours volunteer or \$125 fundraising commitment
- A minimum of 10-hours of your volunteer commitment must be spent supporting the Ice Show, **plus 1-hour of Ice Show cleanup after Sunday's show.**
- **Meeting your overall volunteer requirement & fundraising commitment by April 14<sup>th</sup> will be required for parents to receive their free on-ice seating for one Ice Show.**
- The Columbus Invitational competition is our other significant volunteer opportunity (March 1-3, 2024).

# Fundraising Commitment



- Gold, Silver & Junior = \$400....\$200 second family member (\$600 max/family)
  - Slight increase from last year (350/175/525)
- Adult & Associate = 8 hours volunteer or \$125 fundraising commitment
  - Slight fundraising **increase from last year (\$100)**
- **Reminder...Ice Show ticket sales are not eligible as a fundraising opportunity.**
- A maximum of \$250 of Ice Show Parent Ad purchases can be applied towards your fundraising commitment.
- If you do not meet your fundraising commitment by April 14th, you will not be eligible for on-ice seating for one Ice Show.
- Outstanding fundraising balances will be invoiced by the end of April.

# Fundraising Opportunities



- Ice Show Business Sponsors
- Ice Show Parent Ads
- Personal cash/check/online donations to the club from family & friends
  - Donations can be made online at: [Donations | LCSC \(lcsccolumbus.org\)](https://lcsccolumbus.org)
- Direct your United Way pledge to LCSC
  - Only Q1 2024 would be applied towards this season's fundraising commitment
  - Q2-Q4 2024 would be applied towards next season's fundraising commitment
- Raise Right (previously Shop with Scrip)
  - [Scrip Gift Card Fundraising for Organizations • RaiseRight](#)
  - Restaurants, retailers, hotels, airlines, etc.
  - Chipotle, Panda Express, Applebee's, Red Lobster, Cracker Barrell earn 8-10%
  - Kohl's, T.J. Maxx, Macy's, Bath & Body Works earn 4-12%
  - Walmart, Sam's, Target & Amazon earn 1.75-2.5%

# LCSC Parent Code of Conduct



- We are rolling out “refreshed” Skater and Parent Code of Conduct forms that align with US Figure Skating templates/recommendations provided to member clubs.
- Please review, sign and turn in the hard copy forms.
- Skater Code of Conduct forms were passed out last Monday.

# Spirit Wear



- LCSC Spirit Wear will be available via a Hoosier Sporting Goods online store
- We will **not** be offering youth skating jackets via the online store
  - The youth sizes are unisex and we've experienced sizing issues in the past
  - We're asking members to purchase youth skating jackets on their own and take them to Hoosier Sporting Goods for the LCSC rhinestone transfer (\$15) & first name embroidery (\$8)
  - Skating jackets should be solid black, zip up, no hood (thumb holes are optional)
  - We would like all LCSC members to have a skating jacket to wear at competitions & club photos
  - One youth skating jacket option is: ChloeNoel Figure Skating Jacket by Polartec J11
    - [Amazon.com: ChloeNoel Figure Skating Solid Polar Fleece Fitted Jacket by Polartec J11 : Clothing, Shoes & Jewelry](#)



Questions???

Thank You!!!