



# Parent Meeting

August 12, 2024



# 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)

- Lisa Hittle – President (1st year of 2-year term)
- Lesli Gordon – Vice President (2nd year of 2-year term)
- Ana Paula Marimoto – Secretary (1st year of 2-year term)
- Ryan Mackos – Treasurer (2nd year of 2-year term)

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

- Kelley Morris-Adair - Ice Skating Professional Representative
- Darla Aker – Board Member at Large
- April Pepmeier – Board Member at Large



# LCSC Coaches

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

# Committee Chairs

- Marketing / Publicity Committee Chair = Lesli Gordon
- Fundraising Committee Chair = Kevin Aker
- Volunteer Committee Chair = Open
- Hospitality / Spirit Committee Chair = Trish Garrett & Open
- Competition Co-Chairs = Lisa Hittle & Taylor Burdekin
- Compliance Chair = Karen DeSanto
- Testing Chair = Lisa Hittle & Lesli Gordon
- Ice Show Chair/Manager = Darla Aker
- Ice Show Director = Heather Lehnert
- 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</u> <u>2020-2021</u>	<u>End</u> <u>2021-2022</u>	<u>End</u> <u>2022-2023</u>	<u>End</u> <u>2023-2024</u>	<u>August</u> <u>2022</u>	<u>August</u> <u>2023</u>	<u>August</u> <u>2024</u>
Gold	34	32	24	28	30	38	26	34	36
Silver	3	0	2	7	8	4	9	3	8
Bronze	3	6	6	N/A	N/A	N/A	N/A	N/A	N/A
Junior	N/A	N/A	5	10	5	6	5	5	5
Associate	8	10	12	6	4	4	3	4	2
Adult	N/A	N/A	N/A	3	3	3	3	3	2
	<b>48</b>	<b>48</b>	<b>49</b>	<b>54</b>	<b>50</b>	<b>55</b>	<b>46</b>	<b>49</b>	<b>53</b>

Highest Gold membership at start of season in the last 6 years!

## Welcome New Members:

- Hannah Brown
- Eduarda Duquinha
- Evelyynn Hamilton
- Avleen Kaur
- Olivia Kiesel
- Saanvi Patel
- Sofia Reynard
- Amelia Schwering
- Derin Unal

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

# 2024-2025 LCSC Season Calendar (August – December)

## LCSC Season Calendar 2024 – 2025\*

June	May 31-June 2 11	<i>Indy Metro Challenge (Carmel, IN) - Part of the Indiana Championship Series</i> Board Meeting – 7:00pm
July	11-14 16	<i>Kathy Slack Troy Summer Competition (Troy, OH)</i> Board Meeting – 7:00pm
August	2-4 5 tbd 11 13 TBD 24-25	<i>Scott Hamilton Invitational (Nashville, TN)</i> 1 <sup>st</sup> Day of Club Skater/Parent Meetings - 4:15pm (Level 2 Skaters) & 5:00 pm (Level 1 Skaters) Swim Party Board Meeting – 7:00pm Parent Meeting(s) – Time TBD <i>Battle of the Blades (Fort Wayne, IN) - Part of the Indiana Championship Series</i>
September	2 10 13-15 TBD 27	<b>Labor Day - NO CLUB</b> Board Meeting – 7:00pm <i>Skate Evansville (Evansville, IN) - Part of the Indiana Championship Series</i> Parent Meeting(s) -Time TBD Possible Single-Panel Test Session (approx. 6:00-6:45pm)
October	8 11 14-18 TBD	Board Meeting – 7:00pm <b>Teacher In Service Day – NO CLUB (Friday prior to Fall Break)</b> <b>Fall Break - NO CLUB</b> Parent Meeting(s) - Time TBD
November	12 TBD 27-29	Board Meeting – 7:00pm Parent Meeting(s) - Time TBD <b>Thanksgiving Break - NO CLUB</b>
December	10 TBD 20 23-January 6 (Monday)	Board Meeting – 7:00pm Parent Meeting(s) - Time TBD Family Skate (6:00-6:45pm) & Holiday Party (6:45-8:00pm) <b>Winter Break - NO CLUB</b>

- No club during Fall Break, Christmas Break or Spring Break. Other Holidays & Professional Development Days vary.
- Our Columbus Invitational competition will be held the second weekend in March (one weekend later than last year)
- 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.
- Schedules are subject to change and monthly parent meeting dates and times may vary.

# 2024-2025 LCSC Season Calendar (January - April)

January	8 (Wednesday)	Club resumes (School resumes Tuesday, Jan 7th)
	14	Board Meeting – 7:00pm
	TBD	Parent Meeting(s) - Time TBD
	17	<b>Teacher In Service Day:</b> Earlier club times due to hockey tournament (2:45-6:00)
	20	<b>MLK Jr. Day:</b> Normal Monday Club Hours (3:30-6:15pm)
February	4	Club ends early due to hockey tournament (3:30-6:00); make-up session TBD
	11	Board Meeting – 7:00pm
	17	Ice Show Power (Large Group) Rehearsals Begin
	TBD	Parent Meeting(s) - Time TBD
	21	Club ends early due to hockey tournament (3:30-6:00); make-up session TBD
March	28	Competition Simulation Session – 5:15-6:45pm
	7-9	<i>Columbus Invitational &amp; Test Session – Columbus, IN</i>
	10-14	Ice Show Small Group Rehearsals Begin
	11	Board Meeting – 7:00pm
	TBD	Parent Meeting(s) - Time TBD
April	17-21	<b>Spring Break - NO CLUB</b>
	8	Board Meeting – 7:00pm
	18	<b>Good Friday:</b> Club Hours 2:00-6:00pm (will include Small Group & Power practices)
	22-24	2024 Ice Show Rehearsals
	25-27	2024 Ice Shows
May	27	Last Day of Ice Show & Last Day of Club
	12 (tentative)	Banquet (time & location to be determined)
	13	Board Meeting – 7:00pm

(Rev00 07/05/2024, \*Subject to Change)



# LCSC Weekly Schedule

## LCSC WEEKLY ICE SCHEDULE 2024 - 2025

### Monday

3:30 – 4:15 pm

**Level 1** Freestyle Session for Gold + All **Junior\*** + Purchasers of half-season "Power Package"\*

4:15 – 4:45 pm

**Level 1** Power (Gold + Level 1 Purchasers of half-season "Power Package")

4:15 – 4:45 pm

**Junior Club** Group Skills Class on Small Ice (Junior Club Members Only)

4:10 – 4:35 pm

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

4:45 – 5:15 pm

**Level 2** Power (Gold + Level 2 Purchasers of half-season "Power Package")

4:55 – 5:20 pm

**Level 1** and **Junior Club** Off-Ice Conditioning in the Community or Event Room (Gold members only)

5:15 – 5:30 pm

**Resurface**

5:30 – 6:15 pm

**Level 2** Freestyle Session for 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.

(Revision 7/5/24; Subject to Change)

# 2024-2025 Club Operations Budget

<b>2024-2025 Club Operations Budget</b>	
<b>Revenue</b>	
Club Revenue	
FUNDRAISING	\$3,500
LCSC MEMBERSHIP APPLICATION FEE	\$7,321
LCSC MEMBERSHIP DUES	\$63,200
Member Obligation	\$4,000
Add On Package	\$3,120
WALK ON	\$500
Services	\$-
Shipping Income	\$10
Test Sessions Revenue	\$1,000
Interest Earned	\$750
<b>Total Club Revenue</b>	<b>\$83,401</b>
<b>Expenditures</b>	
<b>Club Operating Expenses</b>	
1099 Filing Fees	\$-
Advertising	\$250
Annual membership fee	\$200
AWARDS	\$500
Banquet	\$1,500
Barre/Stretching Class	\$1,980

Business Entity Report	\$25
Club Activities	\$4,000
Club Equipment	\$4,250
COACHES	\$3,540
Entryeze	\$100
General Hospitality	\$200
Google Workspace	\$150
Ice Rental	\$79,120
Insurance	\$650
Legal & Professional Fees	\$750
Office/General Administrative Expenditures	\$500
Photography	\$600
PO Box Yearly Rental Charge	\$225
POSTAGE	\$50
Skate Party	\$500
Spring Luncheon	\$500
USFS Annual Fee	\$150
USFS Processing Fee	\$50
USFSA TEST SESSION FEES	\$250
USFSA MEMBERSHIP DUES (OUTGOING)	\$4,823
<b>Total Club Operating Expenses</b>	<b>\$104,863</b>

## **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
- Club Equipment (New)
- Club Activities (New)

## **Primary Ops Net Profit**

- Net Operating Budget is - \$21,500 for the coming year.

# 2024-2025 Competition Budget

<b>2024-2025 Competition Budget</b>	
<b>Invitational Revenue</b>	
Grant	\$1,000
LED Flower	\$400
Practice Ice	\$4,000
Registration	\$26,500
T-Shirt Sales	\$1,200
Test Credit	\$-
<b>Total Invitational Revenue</b>	<b>\$33,100</b>
<b>Invitational Expenses</b>	
Competition Ice	\$6,000
Director	\$-
EMT Services	\$1,200
Flowers	\$150
Hospitality	\$750
IJS Equipment Rental	\$375
Indiana State Scholarship	\$900
Medals, Ribbons, Trophy	\$1,500
Officials' Dinner	\$1,800
Officials' Gifts	\$500
Officials' hotel rooms	\$2,500
Officials' lunch	\$750
Officials' Travel Reimbursement	\$4,500

Other Business Expenses	\$500
T-Shirts	\$1,000
Videography	\$4,000
<b>Total Invitational Expenses</b>	<b>\$26,425</b>
<b>Net Competition Profit</b>	<b>\$6,675</b>

# 2024-2025 Ice Show Budget

2024-2025 Ice Show Budget	
<b>Ice Show Revenue</b>	
Concessions	\$2,000
<b>COSTUME FEES</b>	\$15,000
<b>DVD REVENUE</b>	\$1,000
Flower Sale	\$900
Ice Show Tickets	\$11,500
Parent Ad	\$3,500
Sponsor	\$15,000
<b>Total Ice Show Revenue</b>	<b>\$48,900</b>
<b>Ice Show Expenses</b>	
Advertising/Promotional	\$500
Bouquets	\$100
Coaches	\$6,400
<b>CONCESSION SUPPLIES</b>	\$600
<b>COSTUMES</b>	\$13,000
<b>DVD EXPENSE</b>	\$600
Flower Expense	\$250
Ice Show Ice	\$3,840
Ice Show Lighting	\$500
Ice Show Rink Maintenance Fee	\$500
Lift Rental	\$750

Parks and Rec show fees	\$144
Programs	\$1,200
Spotlight Rental	\$750
Supplies & Materials	\$750
Wall Storage	\$1,400
<b>Total Ice Show Expenses</b>	<b>\$31,284</b>
<b>Net Ice Show Profit</b>	<b>\$17,616</b>

We have increased Coaches and Costume Expenses accordingly this year.

- The club plans to pay the coaches for Small Group Practice rather than having members pay their coach directly.
- Costumes can be "paid" using accrued fundraising from the first half of the year.

# 2024-2025 Seminar Budget

<b>2024-2025 Seminar Budget</b>	
Seminar Income	
Participation Fees	\$5,780
<b>Total Seminar Income</b>	<b>\$5,780</b>
Seminar Expenses	
COACHES	\$2,500
Food	\$750
Ice Rental	\$2,940
<b>Total Seminar Expenses</b>	<b>\$6,190</b>
<b>Net Seminar Profit</b>	<b>\$(410)</b>

# LCSC Budget/Finance Overview



- We desire our total cash balance to cover 3-6 months of expenses.
  - Average monthly expenses = \$12,500 based on a 12-month calendar
  - Average monthly expenses = \$16,500+ based on a 9-month club calendar
- Start of Year Club Account Balances (checking + savings + CD's) = ~\$59,900
- We are targeting \$2,000-\$3,000 net income.
- 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 an annual or a monthly basis—you should have selected which when registering
  - Monthly invoices go out on the 26th of the month and are due on the 10th of the month
- A late fee will be assessed for payments made after the due date
- Power package fees will be included on the monthly invoices if not paying annually



# Volunteer Commitment



- Gold and Silver = 20 hours per family
- Junior = 25 hours per family (with a lower fundraising commitment)
  - Main volunteer opportunities are the competition and the ice show
- Adult = 10 hours
- Associate = 8 hours or \$125 fundraising commitment
- A minimum of 10-hours of your volunteer commitment must be spent supporting the Ice Show, including **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 7-9, 2025).
- We are always in need of locker room monitors for the ice show which require being SafeSport certified with a background check. This will easily get the majority of your ice show volunteer hours. Please see a board member if you are interested in learning more.

# Fundraising Commitment



- Gold and Silver = \$400....\$200 second family member, \$100 each additional family member
- Junior = \$200 each family member
- Adult= \$200
- Associate = \$125 or 8 hour volunteer 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 are being passed out in the skater meetings.

# 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](#)

# Upcoming Changes for This Year



- We are in the process of investigating a club communications app. We will be reaching out to Parents when one is selected to start implementing it throughout the club.
- We are also in the process of investigating new invoicing possibilities that will allow for setting up autopayments through the invoicing software.

# A Few Housekeeping Items

- Please make sure your skater is only skating on the ice times that he or she is allowed. This is for the safety of all skaters and the schedule is designed with that in mind
- Parents sitting in the hockey boxes are not allowed during club ice time. It is distracting to the coaches trying to give lessons and it can cause safety issues and cross traffic if your skaters are trying to come talk to you from across the ice. We love for you to watch your skaters, but please only do so from the warming room (behind the main office) or from the bleachers. You will be asked to move if not in one of these two locations.

Questions???

Thank You!!!