

# Webster Youth Sports Council Business Process Calendar

- January - **Spring Indoor Scheduling**  
- Town budget year starts  
- WYSC elects Officers
- February - **Spring/Summer Outdoor Scheduling**  
- New Officers begin their term  
- Operations Council identifies and shares recommended changes including rates for **next** years FUP&P agreement with WYSC for their monthly meeting[ 4<sup>th</sup> Tues].
- March - **WYSC provides feedback to Operations Council on Next Years proposed changes**
- April - **Spring practices start for those with signed agreements for current year**  
- Operations Council reviews feedback from WYSC at April meeting  
Discuss changes to Usage Rates
- May - **YSC Meeting**
- June - **No WYSC meeting**
- July - **No WYSC meeting**  
- School budget year starts
- August - **No WYSC meeting**  
- Fall practices begin
- September - **Winter Sports Scheduling**  
- **Sept 30 - Agreements for next year signed by User and Facility Owners**  
- WYSC orgs identify Sport Specific requests to be included in **next** years FUP&P (Facility Use Protocol and Procedures) agreement, Section 6.0, and submit at the September WYSC meeting.  
- -- Includes top Long Range Plan requests for years 'Next +1 through Next +4' years into the future as an addendum.  
- **Review ' WYSC By-Laws Parking Lot' document to identify potential changes.**  
- **Check 'Open House' conflicts**
- October - **Review By-Law revision draft**  
- WYSC submits consolidated Sport Specific Requests to Ops Council by Oct 31.  
- Town Board approves **next** year's budget
- November - **WYSC approves Revised By-Laws.**  
- **Secretary sends out 'Request for candidates' notices to member organizations** [President & Treasurer in even years, Vice-President & Secretary in odd years]  
- **"State of WYSC" presentation delivered at WYSC monthly meeting [3rd Tuesday]**  
- Owners review Sport specific requests and provide response at Operations Council meeting [2<sup>nd</sup> Fri.]  
- Operations Council provides feedback to WYSC at WYSC monthly meeting [3rd Tuesday]  
- Winter practices begin
- December - **No WYSC meeting**