

March 26, 2020

NWFC Closure | Member Q&A



Q1: Who made the decision to close NWFC?

A1: The Board of Directors, in consultation with coaches and staff, in order to comply with Oregon State Governor Brown's Executive Order 20-12 requiring non-essential businesses to close and Oregonians to remain home. Multiple levels of possible precautions and recommendations from federal and local authorities were considered, and closure was determined to be the best option to protect members and staff to slow the spread of COVID-19, and is now the only option that complies with the Governor's order.

Q2: Will NWFC refund class tuition fees to members during the March closure?

A2: No. The Board of Directors decided class tuition for the two weeks in March during the closure will not be refunded. This decision took into account the best interests of our members, employees, and NWFC as a whole, as well as the prevailing practice of private schools and other youth activities. Staff and the Board of Directors are analyzing all aspects of the financial situation to guide NWFC forward for the duration of mandated closures. Any loss of income in April or thereafter will significantly impact NWFC's ability to maintain labor and rent expenses.

Q3: How will NWFC's closure to members impact employees' pay and benefits?

A3: Without member support, we will not be able to meet the pay and benefits for our staff. Staff is our most significant resource, but they will see substantial reductions in their pay, particularly if the Governor's order stretches into May. Therefore, the Board is asking members to consider the value they receive from the Club and their desire to help NWFC through this difficult time. Coaching staff is currently working (preparing videos and online classes and working on facility projects) while adhering to the Governor's order.

Q4: How can members help NWFC?

A4: Continue paying your monthly tuition. This is the most timely and significant assistance as it will help cover operating expenses. After classes resume, tuition will be modified, beginning from April 1, to reflect the closure period amount of tuition converted to a tax-deductible donation. We will automatically process this donation, and you will receive a letter confirming your donation, which may then be used for tax purposes.

Please notify us by Friday, April 3, via email (front.desk@nwfencing.org) if you would like to STOP your tuition payment on April 5.

NWFC is an exempt organization under Section 501(c)(3) of the Internal Revenue Code, EIN 93-0897510. Your contribution is tax-deductible to the extent allowed by law. No goods or services provided in exchange for your generous donation.

Q5: How will payments be processed?

A5: April autopayment will be processed on April 5 for any previous charges and the next month's tuition.

Q6: What services are available to members during this closure?

A6: Coaching staff is putting out daily content for at home workouts, "crafts with Coach Michael" to create additional training aids and will continue to do so. Check the [YouTube Channel](#) and subscribe to get updates (see more below in Q7). Front Desk Staff will be available via email and voicemail to answer any questions. They will return inquiries within 24 business hours, Monday through Friday.

Q7: What program offerings will NWFC provide during the closure?

A7: The staff is enthusiastically tackling this unprecedented situation and exploring ways to provide members value during this closure compliant with the Governor's order. Your coaching staff has designed & implemented the NWFC Challenge, an online option for everyone to stay connected and continue their training! More community and online

class options begin April 1st, please watch for emails and engage at www.nwfencing.org, [YouTube Channel](#), and all social media platforms.

Q8: How can others help NWFC?

A8: Please share the [Closure Campaign](#) with family and friends. This online campaign will help accept tax-deductible donations to help get the Club through this unprecedented situation.

Q9: What if a member needs something from their locker?

A9: A request to retrieve something from their locker or pick-up pro-shop items can be accommodated with advance notice. Please email front.desk@nwfencing.org to make arrangements. Members have been asked to entirely empty their locker and clean their gear to aid in the sanitization of the facility. If you have not already done so, please make arrangements to do so immediately.

Q10: If a member didn't receive the email announcement about the club closure, how do they make sure they get future communications?

A10: Members who would are not already subscribed to club updates, can contact front.desk@nwfencing.org and/or check the website. <https://nwfencing.org/covid-19-updates-for-nwfc/>

Q11: How will members be notified about when the Club will reopen?

A11: Updates regarding club status, will be posted at nwfencing.org. Additionally, an email message will go out to all members who have subscribed to club emails. <https://nwfencing.org/covid-19-updates-for-nwfc/>

Q12: Can committees or volunteers meet in the building during this closure?

A12: No, not at this time. For health and safety purposes, the building will remain closed to members and nonessential staff until further notice. The Board, for example, has transitioned to video conferences to ensure compliance with the Governor's order.

Q13: If a member has an idea about how to support NWFC's community during this facility closure, how do they submit it?

A13: During this difficult time, we are all pulling together to find ways to live with this 'new normal.' NWFC appreciates all ideas! Please email Larry Crepeaux, executive director at larry@nwfencing.org.