



BOARD MEETING MINUTES

DATE: Wednesday June 17, 2020

TIME: 6:30 PM

LOCATION: Optimist Park
2098 16th St

CALL TO ORDER: 6:31 PM

Attendance

- **Board Members:**
Justine Movchan, Tracy DeForest, Germain Krueger, Tina Frisinger, Gina Sondeland
- **Staff:**
Jamie Kessler, Jo Vroman, McKenzie Swallow, Cassie Raplee, Gina Schulte
- **Guests:**
Justin DeCoteau, Vanessa DeCoteau, Stephanie Barth, Mia Kiemele, Josh Kiemele, Al Hager, Kay Hager, Katrina Hanenberg

Approval of May Minutes

- **Motion: Frisinger, 2nd-DeForest**

Officer Reports

Secretary

- Next meeting to be held on Tuesday July 21 at 6:30 PM with location TBD

Treasurer

- May Financials
 - After income and expenses were calculated for the month, we ended the month as follows:
 - Total income=\$57,972.96
 - This includes \$5,022.75 of interest for all CD's for the year
 - Total Expenses=\$24,198.32
 - Net Surplus=\$33,774.64
 - Fiscal Year Surplus 6/1/19-5/31/20= \$49,475.70
 - Income and expense numbers for May are in draft status until the forgiveness portion of the Paycheck Protection Program can be determined and approved.
 - Current numbers include \$52,200 of Loan Income, with an anticipated 75% being used as an offset to wages, or \$39,150.00
 - All accounts at Blackridge Bank & American Bank Center have been updated to reflect new current signers on account
 - Paycheck Protection Loan Update
 - Hours will be submitted this week for the 3rd of 4 payrolls that are covered under the loan.
 - We are currently reviewing updated guidelines in regards to the forgiveness application, which may give us additional time to utilize all the funds and potentially attain 100% forgiveness
 - The approved budget for the 2020-2021 year was handed out to the members to review



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- Member/Board discussion about the budget and what is reflected for coaching staff
 - Is there room in the budget for more coaches
 - Concerns about the current structure in the gym and if there is room for a director in the budget
- **Motion for Financials: DeForest, 2nd Frisinger**

Vice Chair

- No Report

Chair

- No Report

Program Reports

- Recreational
 - Estimated time of recreational classes to resume is July 1
 - We will have a 6 week summer session
 - PT Rec staff will be brought in a week prior for training given the current guidelines for coaching
 - Results from parent survey shows families are excited to come back
- USAG Report
 - Kenzie worked on a summer schedule for June with smaller group sizes to make sure they are staying 6 ft apart
 - Level 6 will be a group with 9 gymnasts
 - Level 4/5 will be a group with 10 gymnasts
 - Level 3/4 will be a group with 11 gymnasts
 - Level 3 will be a group with 10 gymnasts
 - Pre-Comp will be a group with 11 gymnasts
 - Training Level 3 will be a group with 7 gymnasts
 - Each group will practice 2 hours with 15 minutes between groups for cleaning
 - There are 2 gymnasts not coming back to gymnastics as they have chosen other sports
 - Everything went well in the first 2 weeks of re-opening
 - The schedule for July-August will allow for bigger group sizes with a ratio of 1 coach per 10 gymnasts
 - Gabby, Jayda, Kat, Megan, Taylor and Kenzie will be coaching the pre-comp and comp gymnasts in June
 - The girls will still be working on shaping with a progression to their skill levels
 - Website and team app will be updated as needed
 - A team banquet is in the works for sometime this summer
- Show Team
 - Black Gems and Gold Gems came back to team practices starting the first week of June



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- Gold Gems practice 1 hour per week and Black Gems practice 1.5 hours per week for the month of June
- The plan for July is move to the 1.5 and 2 hour practice times
- One Gold Gem stepped down and moved to the comp team
- One Black Gem will not be joining practice due to family concerns for health
- The teams are excited to be back in the gym and start practicing again

Committee Reports

- PARC 365
 - Jo has corresponded regularly with user groups and the committee and forwarded communication to Tracy and Tina
 - Letters to editor and Facebook/website with positive feedback for the project were completed

Business and Community Report

- COVID-19/Reopen
 - Jo created and hung all appropriate signage, collaborated with physical distance markings, outside and inside
 - Communicated with team membership about re-open and held staff training regarding new normal procedures per guidelines from the CDC and the governors' recommendations
- Fundraising
 - A calendar of the current fundraising plan is on SharePoint and on the website
 - Jo is researching virtual fundraising options to augment our current fundraising plan
 - Member/Board discussion about the options available for fundraising this year
 - Jo & Jamie talked about the Larks game that was planned for July and all the stipulations with it this year so they are looking into what can be done in place of it that will potentially give us the same income as Larks
 - There was also mention about trying our luck with virtual fundraising and Jo will work on this and get more information out to the members
 - Concern that our budget depends on fundraising so finalizing plans for the year should be priority
- Staff Training
 - Jo will meet with Full Time Staff, High School and Comp coaches to determine what's working and what items are challenging throughout the month of June
 - This will be used to augment training for the Recreation program coaching staff
 - We will hold a training session at the end of June

Old Business

- USAG Optional Program Coordinator Update
 - The position closed on June 10th



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- We had 2 applicants and interviews will be conducted on June 25 with 3 board members and McKenzie
- Member/Board discussion about opening a position to have a program director that would oversee the different programs in the academy
 - Member concerns were that there will not be anyone the other staff will report to or go to for guidance with the program that they manage and could cause conflict within the gym

New Business

- HS Program Tuition
 - Rachel Krug asked that there was discussion about the current HS tuition rates and why there was such a difference from HS to USAG
 - Currently HS pays \$5/hr and USAG pays \$3.75/hr
 - The concern is that they are now practicing with the USAG teams and paying their membership dues
 - Motion was made to review the HS tuition to bring it to the \$3.75/hr rate to match with the USAG tuition rate
 - Frisinger, 2nd-Movchan-motion carried
- Board Opening
 - Al Hager resigned his board seat so we currently have an open seat for the duration of the year, ending in December
- Level 3 Vault System Transport
 - Jo and Jamie have been in contact with a few moving companies about transportation from Perham, MN
 - The lowest quote came in at \$939.00 from AAction Movers in Fargo
 - They would pick up in MN and bring to Bismarck
 - Al Hager offered to drive to MN and pick up the vault system on his own time
 - Jo and Jamie will work out the details with Al
 - The gym will reimburse Al for his mileage

Member Presentation

- Al Hager
 - Kay Hager stated their concerns about coaching with the current numbers in the gym, along with scheduling
 - Discussion followed with other members as well as board members
- At the conclusion of the meeting Krueger stated that based on the member presentations policy as presented on each monthly meeting agenda, it is the intention to hear all concerns, have productive conversation and make decisions as a board in the month following. This is the way the Bismarck School Board conducts their meetings which allows for follow-up discussions to occur after the conclusion of the meeting.

Adjourn



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Frisinger, 2nd-DeForest

Executive Session