



BOARD MEETING MINUTES

DATE: Tuesday October 20, 2020

TIME: 6:30 PM

LOCATION: VFW Sports Center-Upper
Curling Room

CALL TO ORDER: 6:32 PM

Attendance

- **Board Members:**
Justine Movchan, Germain Krueger, Gina Sondeland, Jen Klesalek, Jade DeSmidt, Tracy DeForest
- **Staff:**
Jamie Kessler, Jo Vroman, Torrea West
- **Guests:** Katrina Hanenberg

Approval of September Minutes

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

Officer Reports

Secretary

- Next meeting to be held on Tuesday November 17th at 6:30 PM
 - Meeting place will be in the same location
- Annual Meeting scheduled for November 22nd at 5 PM
 - Location will be Capital Racquet on the courts

Treasurer

- September Financials
 - After income and expenses were calculated for the month, we ended the month as follows:
 - Total income=\$36,083.07
 - Total Expenses=\$49,217.31
 - Net Deficit=(\$13,134.24)
 - Net Deficit June 1-Sept 30, 2020= (\$26,294.36)
 - This month includes \$23,413.54 income from the Economic Resiliency Grant, as well as corresponding expenses
 - We are tracking behind and thus over budget
- **Motion for Financials: Klesalek, 2nd DeForest**

Vice Chair

- No Report

Chair

- No Report



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Business/Program Reports

- Recreational
 - We continue to sanitize and clean between classes and at the end of the night
 - A coaches meeting was held on October 18 to go over the new incident report, USAG certified instructor requirements and coach expectations
 - We will be offering 5 parent-tot classes, 15 tumbling classes, 1 hot shots class, 7 beginner girls, 3 intermediate girls & 4 advanced girls classes, 4 beginner tumbling, 2 intermediate tumbling & 2 advanced tumbling classes during this Winter I Session
 - New to this session are 3 conditioning classes that will be 30 minutes in length and designed to increase strength
 - We welcomed two new Rec coaches Cali & Ella.
- USAG Report
 - We welcomed 5 new Level 3 girls to the team
 - Skills testing for the Compulsory Group was held October 7th-12th
 - Conferences were set up for October 13th-21st before and after practice to go over testing
 - To start the season, we will have 8 Level 5's, 14 Level 4's and 8 Level 3's.
 - In November the teams will start working on full routines and add in floor music
 - To help boost motivation and confidence, we will use a gem jar incentive program during meet season
 - ND/USAG came out with COVID guidelines for ND meets that we should follow
 - A lot of the planning phases are done for the Intersquad Fundraiser Meet
 - We will be using a new online scoring system for both the Intersquad meet and Julie Ziegler
 - Skills testing for the Optional Group was completed September 28-October 1
 - Conferences with the athletes and parents were held before and after practice on October 5-14
 - To start the season, we will have 2 Level 9's, 2 Level 8's, 5 Level 7's and 4 Level 6's
 - We continue to use daily motivational quotes and an incentive board with daily assignments to encourage hard work at practice
 - We will start the season off with the Intersquad Meet on November 22 at BGA and the Peppermint Twist Meet in Minneapolis December 4-6
- Show Team
 - Two Gold Gems have advanced to Black Gems
 - Tryouts will be held this month
 - Still waiting on return communication for scheduling performances



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Business and Community Report

- COVID-19
 - The gym remains open at level 5, welcoming back pre-school classes.
 - All guidelines and phases continue to follow Dept of Health guidelines
- Fundraising
 - With a total of 94 families in our Comp/Show/High School Teams, we had an overall participation percentage of 64%
 - 35 families sold the 10-item expectation or higher
 - 9 families participated but did not meet the expectation (sold less than 10 items)
 - 16 families chose the \$50.00 donation in lieu of participating
 - 34 families did not participate at all
 - Our unofficial amount exceeds \$11,000 (planned profit was \$9,000)
 - We would have accrued \$1700.00 profit to BGA by adding a \$50.00 donation line item to each non-participating family
 - Team Breakdown:
 - Comp (Optional, Compulsory, Pre-Comp)= 80% participation
 - Show Team= 62% participation
 - High School= 27% participation
 - Fan Store designs have been approved and items have been ordered
 - Throwback fundraising options are being offered until supplies are depleted
 - Pro Shop: Bras and Backpacks are here, Leos have been ordered but not yet here
 - We have ordered BGA sublimated masks for meets and for purchase as well
 - Store will be open soon
 - We are working with all program managers to ensure the Intersquad fundraising meet is a success and an added fundraiser for BGA
 - We have partnered with FundraisingU and Chad from BSN to have an hour-a-thon fundraiser to help offset meet fees for the season
- Economic Resiliency Grant
 - Funds have been dispersed and receipts uploaded to confirm expenditures
 - We have received new flooring, UV filtration, touchless hand dryers, temperature check systems, reimbursement for past sanitation equipment, and touchless faucets and we are awaiting water fountain with bottle filler to come in stock
- Live First Community Grant
 - We have applied for this grant program through 1st National Bank
 - They will announce awardees the week of October 14th
 - This program offers one \$10,000 grant, 5 \$2,000 grants and multiple \$1,000 grants
 - The \$1,000 grants are based on social media participation
 - We promoted it through Facebook/website/and email



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- Continued Education
 - Staff is in the process of completing Safe Sport, background checks and fundamentals of gymnastics as a part of new training requirements
 - We held CPR/First Aid training on October 4 for staff on the fall session schedule
 - We will continue to offer in person classes as well as online options to ensure all staff is appropriately trained
 - We have Kelsey Buell scheduled for October 15 to provide team building/effective communication techniques for full time staff and high school program coordinators
 - This training has been rescheduled to November 12th
- Incident Reporting
 - We have worked out the Incident Report Form and have developed a procedure surrounding it

Committee Reports

- **Fundraising**
 - Participation & Expectation
 - Discussion about the lack of participation during the last fundraiser
 - Jo and Tina worked on communication about the fundraiser expectation and discussed the possibility of offering an opt out donation for our 4 major fundraisers during the year
 - This would be a charge that would be put on the members account and if they choose to not participate, they can pay the amount
 - If they choose to participate, this charge would be taken off of the account after the fundraising packet is handed into the office
 - When the packets are handed out, the charge will be placed on the account
 - There will be a survey asking if the member will participate or opt out of the fundraiser
 - The end goal is to get more participation for our major fundraisers throughout the year

Old Business

- Staff Raise Metrics
 - Sondeland met with office staff to come up with a proposed metrics for annual staff raises
 - The maximum increase is 3% per year, split at 0.75% for Cost of Living, 1.5% maximum based on evaluation and 0.75% maximum based on average hours worked
 - The raises would be effective June 1 to reflect the new fiscal year
 - 10-15 employees would qualify for this incentive based on criteria being met



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- A line item will be added to the budget for next year to reflect staff wages

New Business

- Chamber Membership-Jo
 - Jo talked about the benefits about being a member on the Chamber and having a BGA representative to sit on the board
 - Annual membership is \$400 but with comes involvement in many community events so could be very beneficial for our Academy
 - Jo is meeting with Brian Ritter to discuss representing BGA as a board member but wanted to know hoe much involvement away from the academy would be required
 - The chamber currently has events planned for the remainder of the year
- Optional/HS Practice Time Changes-Torrea
 - No longer need to change practice times as we are currently under the guidelines for capacity

Member Presentation

Adjourn

Executive Session