

DATE:	Thursday October 15, 2018
TIME:	6:00 PM
LOCATION:	Fort Union West
CALL TO ORDER:	6:00PM

Attendance

- **Board Members Present**
 - Justine Movchan, Jennifer Klesalek, Germain Krueger, Tina Frisinger, Kristen Herman
 - Executive Director: Stephanie Birkeland
 - Guests: Shannon Dillman

Meeting Agenda Review

- **Motion: Frisinger, 2nd Klesalek-passed**

Reports

Secretary

- Next meeting to be scheduled November 19 at 6 PM

Treasurer

- September Financials
 - Some edits were made on the finances for the Larks income, Schlotzsky's fundraiser and camp income
 - The final numbers were not changed, the lines items were shifted to match with the correct categorization of the actual income/expense
 - There will be more checks in place to make sure this does not happen in the future

Vice Chair

- No report

Chair

- ED Annual performance Review
 - The format will be changed a bit to provide an opportunity to have goals for Steph moving forward into the next year
 - Germain, Scott and Jen will go over the evaluation with Steph, however there will be an opportunity to have other board members provide their feedback as well
 - Germain will send out the format to the board in advance

Executive Director

- Program Updates
 - We are down from 696 students to 686
 - We were up by 50-100 students over the summer
 - The competitive program is back in full swing after taking the first week of school off.
- Fundraising
 - We have finalized the upcoming fundraiser calendar for the rest of the year
 - Butter braid pickup will be October 25, with a projected profit around \$13,000
 - We will be starting the Giving Tree on November 5th and will continue through December
 - This will be a great fundraiser to help us with Ziegler and supplies needed around the gym
 - We will then promote our Ziegler meet in December and this will be our big fundraiser for January
 - Advertising option with Midco
 - Birkeland has been approached with an opportunity to create a commercial that would run for a certain time frame
 - We would advertise for our upcoming Winter 2 session
 - We have budgeted \$1000 for advertising
 - Birkeland will get more information on this and submit to the board for review
- High School Update
 - A meeting was held with Kevin Klipfel and Dave Zittleman to finalize the winter session practice schedule

Committee Reports

- Frisinger, Movchan and Birkeland met last week to finalize the fundraising calendar and go over sponsorships
 - They will work on following up with the businesses that have received letters to see about any end of year sponsorships
 - After Ziegler more letters for sponsorships will go out to new businesses around the community

Old Business

- Annual Meeting Agenda

New Business

- Insurance Policies
 - Kristen is working on getting different quotes for cheaper insurance
 - She will work with Steph on comparing the quotes to see what matches with the needs of our academy
 - Payroll services
 - Look into possibly changing our payroll service
- Call for Ziegler Committee

- Birkeland will be the meet director this year and will send out an email to get a committee started so the planning can begin
 - It is important to have all board members involved with the planning and implementation of the meet
 - High School concessions go to BGA
 - BGA can sell shout outs at the HS meet on that Friday

Adjourn

Movchan, 2nd Herman