

<b>DATE:</b>	<b>Thursday September 17, 2018</b>
<b>TIME:</b>	6:00 PM
<b>LOCATION:</b>	Fort Union West
<b>CALL TO ORDER:</b>	6:06 PM

## Attendance

- **Board Members Present**
  - Justine Movchan, Jennifer Klesalek, Allan Hager, Germain Krueger, Scott Kautzman, Tina Frisinger
  - Executive Director: Stephanie Birkeland
  - Guests: Katrina Hanenberg, Shannon Dillman

## Approval of August Minutes

- **Motion: Kautzman, 2<sup>nd</sup> Hager-passed**

## Reports

### Secretary

- Next meeting to be scheduled October 15

### Treasurer

- July Financials
  - Kautzman talked about the missing transactions from July and stated that they had everything taken of
    - There were no actual expenses taken out in June or July
    - All expenses came through in August
- August financials were tabled due to them being unavailable
  - The board will approve them electronically when they are ready

### Vice Chair

- Klesalek talked about SharePoint and that all the employees are excited about the implementation of it

### Chair

- Nominations for the upcoming board seats closed on September 14th
  - We received 2 nominations and they are posted on the BGA website
  - The meeting will be held next door in the tennis courts
- The Bylaw changes have been posted to the website
- A draft agenda for the upcoming annual meeting will be approved at the October 15<sup>th</sup> meeting
- Payroll firm
  - When Ilse started in June, Steph's pay changed back to her original salary for that first month and then Padget did not continue with the change for 4 pay cycles after

- It is currently changed back and now on track for all future pay periods, however the funds will come out in 8 pay cycles
- Krueger will contact Padget to discuss what happened and call a meeting with the board

## **Executive Director**

- Program Updates
  - We are at 696 gymnasts for the fall session as compared to 555 last fall session
    - 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 are currently in the middle of the Butter Braids fundraiser until September 28
    - Pickup will be October 25<sup>th</sup> at BGA
    - The goal of this fundraiser is to help offset the cost of the Chalk Eater we have purchased
  - Birkeland talked about having/offering a buyout for families who do not wish to participate in every fundraiser
    - She will implement expectations from the gymnasts and families so it is fair across the board
- Policies
  - A new App called Crew is being implemented for the staff to use as a communication tool and timecards
  - Birkeland is working on day to day policies
    - Time card
    - Private Lessons
    - Time off Requests
    - Locker Room Policy

## **Committee Reports**

- Movchan and Frisinger met to go over the upcoming fundraisers for the rest of the year
  - After the Butter Braid fundraiser, we will take a break and then promote our giving tree fundraiser for November and December to get us ready for Ziegler
  - Movchan, Frisinger and Birkeland will meet to go over the fundraising calendar for the next year

## **Old Business**

## **New Business**

## **Adjourn**

**Kautzman, 2<sup>nd</sup> Movchan-passed**