



BOARD MEETING MINUTES

Attendance

- **Board Members Present**
 - Germain Krueger, Justine Movchan, Tina Frisinger, Tracy DeForest, Al Hager, Gina Sondeland
 - Executive Director: Stephanie Birkeland
 - Guests: Katrina Hanenberg

DATE: Tuesday, February 18, 2020

TIME: 7:00 PM

LOCATION: Cannonball Conference Room

CALL TO ORDER: 7:04 PM

Approval of January Minutes

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

Reports

Secretary

- Next meeting to be scheduled March 17th at 7:00 PM

Treasurer

- January Financials
 - Total Income=\$77,402.83
 - Total Expenses=\$40,014.77
 - Net Income=\$37,388.06
 - Sondeland noted that there was nothing out of the ordinary for January income and expenses
 - Birkeland noted that payroll was large this month due to the amount of pay periods in January

Motion: Movchan, 2nd Frisinger- passed

Vice Chair

- No Report



BOARD MEETING MINUTES

Chair

- No Report

Executive Director

- Program Updates
 - Currently we are at 686 active enrollments (643 total students with some having multiple enrollments)
 - We are in week 4 of the Winter 2020 session
 - We hired Cassie Gaines to help with the Rec Program part time
 - The goal is to have her take over the program
- Business/Community/Fundraising
 - Ziegler inventory has been completed, still need to finalize the excel form to complete the event and get final profit
 - Midco Commercial has been placed on the website with the updated version
 - Pizza Corner letters were sent out to families with the sale dates and that the funds will be allocated for the new vault system
 - Pizza Ranch fundraiser will be held on February 24
 - Jo and Jamie have a plan for publicity but we are still in need of volunteers
- Ziegler Final Report
 - Birkeland touched on this topic with her fundraising report and we are still waiting for final numbers to be completed in the excel spreadsheet

Committee Reports

- Parc 365
 - Krueger asked for board volunteers to represent BGA on the committee
 - Tina Frisinger, Tracy DeForest, Jo Vrooman
 - As the Business Community leader for BGA, Jo will attend the meetings and relay the information back to the ED as needed
 - Equipment, planning, finances would all be brought back to Birkeland for discussion
 - We want to try to secure a big corporate sponsor, similar to how Mandan's Starion Complex is sponsored
 - Poll the membership about any contacts or leads they may have that we can get in contact with
 - Birkeland suggested sending out a letter to the membership with information about the new facility as some may not be aware that gymnastics is included in the plans
 - Frisinger will follow up with Jo about the letter



BOARD MEETING MINUTES

Old Business

New Business

- Time Card Reporting
 - In relation to the hours of the ED, not the rest of the staff per separation of reporting
 - Board suggested having a check and balance for adjusted hours outside of coaching hours
 - The ED proposed a draft of roles and responsibilities for board vs ED
 - Board will review the proposal and address at a later date
- The topic of a need for better communication between coaches and parents to create an environment of trust between the two parties was raised by the ED

Adjourn