



BOARD MEETING MINUTES

DATE: Tuesday, January 18, 2022

TIME: 7:00 PM

LOCATION: High Prairie Arts & Science
Community Room

CALL TO ORDER: 7:01 PM

Attendance

- **Board Members:**
Jen Klesalek , Gina Sondeland, Germain Krueger, Jade DeSmidt, Tina Frisinger, Justine Movchan, Tracy DeForest
- **Staff:**
Jo Vroman; Brady Dutchak
- **Guests:**
Katrina Hanenberg, Spencer (Intern with Katrina), Joey (Padgett), Rachel Krug

Approval of December Minutes

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

Officer Reports

Secretary

- Next meeting to be held on Tuesday, February 15, 2022
 - High Prairie Arts & Science Community Room at 6:30 PM

Vice Chair

- No Report

Chair

- No Report

Treasurer

- **December Financials** - After income and expenses were calculated for the month of December 2021, we ended the month as follows:
 - Total Income = \$12,578.15
 - Total Expenses = \$44,523.05
 - Net Deficit = \$31,944.90
 - Year-to-Date Net Surplus = \$55,354.74
- **December Income Recap:**
 - \$10,347 in Program Income



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- \$2,412 in Fundraising Income
- (\$181) in Other Income (negative due to Ziegler expenses)
- **December Expenses Recap:**
 - Wages & Payroll Taxes - \$32,262
 - Program Expenses & User Fees- \$3,112
 - Credit Card & Professional Fees- \$1,848
 - Insurance- \$3,493
 - Office Expenses- \$1,657
 - Other Expenses- \$2,151
- **Motion: Frisinger, 2nd- DeForest**

Business/Program Reports

· Competitive Program Report

· We held our annual Julie Ziegler Memorial Meet January 15-16. For the most part, the meet ran smooth. We had 158 gymnasts registered to compete.

Optional Levels:

· The Optionals competed at the Ziegler meet and every gymnast showed improvements from their first meet in Fargo. To finish off the month of January, we will compete at the Starstruck Invitational in Mandan January 22-23 and the TNT Winter Challenge in Fargo on January 29-30.

Compulsory Levels:

· The compulsory levels had their first meet of the season at the beginning of the season in Fargo. The team has worked very hard and brought their best foot forward even with Bart and myself (Gabby) out with influenza and COVID. When the scores were reviewed from last seasons overalls to this seasons first meet, most of the team was able to score at least one point higher than their average last season (on individual events, not all around). Over Christmas break the team worked hard on basics and endurance, and as they look to Ziegler we have a couple of gymnasts looking to break into the next level midseason.

High School:

We currently have the following number of athletes representing each school

BHS-3



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Century-16
Legacy-11

Recreational Program Report

Show Team:

The teams prepared for their upcoming season by building a show with higher difficulty and more diversity. The teams goals were to upgrade from two seasons ago and for returning tumblers they wanted to re-immense themselves in shows. December practices were cut short due to Bart and myself (Gabby) falling ill and no one to fill in last minute and with Christmas Eve and New Years Eve falling on Friday's the gymnasts will have makeup practices in January to prepare for their first show at BHS on January 21st.

Recreation:

- We held our holiday staff party on December 29th, 2021. LÜFT Rooftop Bar donated the Red Eye Room with darts, pool, and non-alcoholic "mocktail" beverage service to the group for the evening. Our group had our own entrance and was blocked off from the rest of the establishment for our under 21-year-old staff. The staff chose Qdoba to be catered in.
- Classes continue to run as scheduled apart from planned gym closures. Membership is notified via email, Facebook, Instagram, Twitter, BGA website, and signage throughout the gym. We have also sent flyers home with gymnasts to ensure membership is aware of these closures.
- We have begun pairing some of our younger coaches with more experienced staff occasionally for mentorship opportunities and polish in coaching styles.

Office:

Office Report:

Covid- 19: The gym remains open at a level 6 welcoming pre- school/ day care classes, Hit open gym, homeschool classes. All guidelines and phases continue to follow Dept. of Health recommendations.

Safety Champion: Jo is continuing to review USAG requirements and implemented new SafeSport requirements into the planning and execution of this year's Ziegler meet.

Social Media: The office staff have divided the monitoring of each social media account to ensure they are accurate and up to date. This increases our exposure to our membership and the public.



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Fundraising/ Business and Community:

Community Outreach: Jo has scheduled a planning meeting with a Bismarck Mandan Chamber member to discuss BGA's exposure in the community and how to best utilize our advertising credit of \$260.00 advertising dollars we receive when purchasing a membership.

Pro-Shop: The pro-shop has reopened for in person vending of leos, drinks, snacks, and BGA car/ water bottle stickers. The year round online pro-shop is live and available to membership. This has been promoted through Facebook, Instagram, twitter, our website, and email.

Throwback: Fundraising options are being offered until supplies are depleted.

Fundraising University/Gourmet Popcorn:

Fundraiser: Fundraising University Gourmet Popcorn

Financial Goal \$10,000.00

Amount Raised \$11,400.00 (575 units @ \$20.00 each, BGA earned \$8.00 per unit)

Expenses \$ (%60 to Fundraising University) \$6,840.00

Total Sales Profit to BGA \$4,600.00

Donation in Lieu of Participation \$2,300.00

Direct Donation \$170.00

Total net gain to BGA \$7070.00

Giving Tree: The giving tree remained up in the lobby through the first week of January. The cash/gift card donations contribute to the Ziegler meet. The other items donated are used throughout the year in the office.

Ziegler Cash \$160.00

Ziegler in kind: \$25.00

Office in kind: \$259.00

Grants: we have submitted our application for the Bismarck-Mandan Convention and visitors Bureau Partner Event Grant Program to supplement this year's Ziegler meet. We have received approval for the grant in the amount of \$1050.00 and will receive payment and the official letter of confirmation approximately one week after the Ziegler meet. Funds will go towards the profit for the meet.



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We have begun discussions with BPRD regarding the Matching Grant Program for 2022. We have budgeted a new comp floor and foam for this year's match.

Ziegler: We held our 27th annual Ziegler meet this past weekend. We are in the process of finalizing details from the meet and will have financials and a summary of the event by next month's meeting.

Old Business

- ERTC Update
 - Joey from Padgett came to explain that the final amount we will receive is \$59,206.37, with a \$5,000 fee to Padgett to move forward and the time frame is roughly 6 months until we receive these funds.
 - **A Motion was made to approve Padgett to move forward with the ERTC credit approval**
 - **Sondeland, 2nd-Frisinger-Motion carried**
 - Equipment Wish List
 - The highlighted yellow items have been agreed upon and are set to move forward with the purchase.
 - Ninja Update
 - Equipment will be set up at the gym and the training will be provided by Ninja

New Business

- Facility Concerns
 - Brady brought forward discussion about the leaks in the roof throughout the facility
 - Brady counted 24 leaks total
 - Brady will be working with Katrina to get this issue fixed
- Officer Elections
 - President
 - Jen Klesalek nominated Germain Krueger and the nomination was accepted
 - Krueger holds the President
 - Vice-President
 - Justine Movchan nominated Jen Klesalek and the nomination was accepted
 - Klesalek holds the Vice-President
 - Treasurer
 - Jen Klesalek nominated Gina Sondeland and the nomination was accepted
 - Sondeland holds the Treasurer
 - Secretary
 - Tracy DeForest has accepted the nomination of Secretary
- Portfolios



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- Jade DeSmidt-Director will hold the Recreation and Team Programs Portfolio
- Justine Movchan-Director will hold the Insurances, Governance and Board/Staff Relations Portfolio
- Tina Frisinger-Director will hold the Marketing/Fundraising Portfolio
- Ziegler Preliminary Overview
 - The final numbers for Ziegler will be presented at next months board meeting

Member Presentation- None

Adjourn 7:57 PM

Executive Session

DRAFT