



BOARD MEETING MINUTES

DATE: Tuesday, April 19th, 2021

TIME: 6:30 PM

LOCATION: High Prairie Arts & Science Complex

Allegro Rehearsal Hall

CALL TO ORDER: 6:30 PM

Attendance

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

Approval of February Minutes

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

Officer Reports

Secretary

- Next meeting to be held on Tuesday May 18th at 6:30
 - Location TBD

Treasurer

- March Financials
 - After income and expenses were calculated for the month, we ended the month as follows:
 - Total income=\$67,690.54
 - Total Expenses= \$32,796.78
 - Net Surplus=\$34,893.76
 - Year-to-date Net Surplus= \$45,765.38
 - It is anticipated that we will end the year under budget
- PPP Loan
 - We applied for and were accepted to receive the second round of PPP funds in the amount of \$54,606.88.
 - We received the funds on 3/30 and have 8-24 weeks to use them for payroll. Once the first 8 weeks is up we can apply for forgiveness on the loan.
- **Motion:** Deforest, 2nd-Klesalek

Vice Chair



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- No Report

Chair

- No Report

Business/Program Reports

- Recreational
 - We held registration for our April-May session on March 30 with a start time of 5:30PM rather than the traditional 9:00AM
 - We had some mixed feedback with several parents saying their employers were more forgiving than their children in finding the time to register
 - We introduced one new class this session
 - Christa is coaching a "By Invitation Only" class on Wednesdays at 12:30 designed for preschool-aged girls who will be groomed for early entry into the Competitive Program
 - We were able to offer 73 classes this session with the entry level classes filling up in 30 minutes
 - We are at 98% Capacity
 - Advanced Girls: 25/32
 - Advanced Tumbling: 16/16
 - Beginner Girls: 114/112
 - Beginner Tumbling: 80/80
 - High School: 17/20
 - Hot Shots: 14/16
 - Intermediate Girls: 65/64
 - Intermediate Tumbling: 23/32
 - Parent Tot: 43/42
 - BIO Class 7/6
 - Daycares: 59/59
 - Total: 589/599 (98% Capacity)
 - We have had some issues with coaching staff being unavailable during their scheduled hours which has been an adventure, but we are hoping to hire a few new staff members in the next couple weeks to fill in the gaps
- USAG Report
 - The Optional Team competed at the State Meet on March 20-21. Eight of the 12 girls qualified for Regionals and One was petitioned in due to an injury
 - April 16-18, 8 hard working qualifiers competed at Regionals in Bettendorf, Iowa
 - We had 2 individual Regional Champions has continued making small improvements at each meet.
 - Goal Sheets for the off-season will be filled out this week and we will begin upgrade season



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- The girls are all very excited to improve their skills throughout their off-season
- Show Team
 - Gems continue to practice skills and have been working on the development of a performance
 - BGA is seeking out alternative options for performance avenues
 - We are in the planning stages of a family performance
- High School
 - Jo reached out to the HS boosters president about removing the booster sign in the gym
 - It has been recommended that HS take the sign down at their expense no later than April 30th

Business and Community Report

- COVID-19
 - The gym remains open at a level 6 welcoming back pre-school/daycare classes, HIT open gym, homeschool classes/open gym and birthday parties
 - All guidelines continue to follow Dept of Health
- Continued Education
 - Staff continues to complete Safe Sport, background checks and fundamentals of gymnastics as a part of new training requirements
 - We held a CPR certification on February 21
- Fundraising
 - Throwback
 - Fundraising options are being offered until supplies are depleted
 - Golf Scramble
 - BGA is planning a golf scramble for this summer and will update as things progress.
 - We are aiming for June 21st at Pebble Creek and begun obtaining sponsorships
 - Badlands Pizza
 - Pizza delivery was held on Tuesday March 23rd
 - We exceeded our projected profit for this fundraiser and have received very positive feedback on the quality of the product
 - Scrips
 - We have families ordering cards and will continue to promote this throughout the year
 - Nutrition on 43rd
 - After communication with BPRD, we will not be able to complete the planned pop-up tea shop inside BGA due to their contract with Coke
 - We are exploring other options of collaboration for the future
 - Space Aliens



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- We held an “Aliens Helping Humans” collaborative event to assist with comp travel
- BGA received 20% back from sales both dine in and take out of total purchases throughout the day
- Poppin Popcorn
 - BGA launched its first ever product based online only fundraiser this month with Poppin Popcorn.
 - Gymnasts received a brochure with directions to promote to his/her family and friends across the country.
 - Buyers are directed to an online catalog by either text, QR code, or email and shop like they would on Amazon.
 - The product is then delivered directly to their door eliminating the need to pick up and deliver products in person.
- Golf Scramble
 - BGA will host its first annual Golf Scramble on Monday June 21st, 2021 at Pebble Creek Golf Course
 - We are offering:
 - 9 Hole sponsorships at \$500 each
 - Price per player \$125 (\$500 per team) with room for 18 teams of 4 or 72 players
 - Time Frame:
 - 1pm check in
 - 2pm Shotgun start
 - 4-5 Social hour and completion of contests (hole-in-one, putting contest)
 - 5pm Dinner (announcements/prizes)
 - 6pm Silent auction close and wrap up
 - BGA has secured multiple silent auction donations and will continue to seek items until the date of the event
 - All wine, liquor, staff and supplies (a percentage of the profit will go to BGA. Permit will be held by donor)
 - All beer will be poured by bar staff
 - There will be promotional and physical signage for the event as well
 - Sponsorships
 - Hole in one contest (donor holds the insurance policy)
 - Putting contest (donor holds the insurance policy)
 - Hole sponsors (sponsors to provide games)
 - We have 4 confirmed hole sponsors and are seeking to fill the remaining openings
 - We will open team registration no later than the beginning of May
- Community Outreach



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- Germain Krueger represented BGA and spoke to the Bismarck Park District Board on March 18th.
 - She updated them on attendance and programs available to the community and advocated the need for more gymnastics space in Bismarck
- BGA has reached out to the ND women's Business Center (NDWBC) and attended a free online quarterly CORE women's event on Tuesday April 13th "Business Builders Webinar-Steps to Business Success-Marketing"
- Charitable Gaming
 - We have completed documentation listed by the checklist provided to BGA by AGS and have it available on Teams
 - We should now be able to submit all documentation for contract negotiation and application processes
 - Both staff and Board members are actively seeking out possible gaming sites and will continue to do so. There is a "who do you know" section included on the session newsletter

Old Business

- Personnel Policy Manual review/restructure
 - Tabled until next month's meeting
- 2021-22 FY Draft Budget Review
 - The proposed budget is close to the budget we had pre-covid
 - More travel for the competitive program is proposed in the upcoming budget
 - Discussion about the current tuition for the Rec program is lower compared with other near-by facilities
 - Proposed an increase in the rec tuition

New Business

- Private Lesson Policy
 - Discussion about the current policy
 - If there are no staff to fill the classes that are scheduled for that day, there should not be private lessons held
 - Staff need to pick up open shifts prior to a scheduled private lesson

Klesalek made a motion that the revised edits to the private lesson policy be approved- Tracy-2nd -Motion carried

Member Presentation



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Adjourn

Executive Session