



# BOARD MEETING MINUTES

**DATE:** Monday October 16, 2023  
**TIME:** 6:30pm  
**LOCATION:** Realty ONE Group Encore  
Office – 1401 Skyline Blvd #210  
Bismarck, ND 58503  
**CALL TO ORDER:** 6:35pm

**Vision:** To be a first-class gymnastics academy that fosters a stable yet dynamic program through dedicated coaches, parents, and passionate gymnasts.

**Mission:** To provide a progressive gymnastics training program which enhances the strength, agility, flexibility, balance, coordination, and self-esteem of the participants.

## **Attendance**

- **Board Members:** Gina Sondeland, Jade DeSmidt, Trisha Morrell, Germain Krueger, Justine Movchan, Dave Spickler
- **Absent:** None
- **Staff:** Brenna M **and Membership:** None

## **Approval of September Meeting Minutes**

- **Motion:** Germain Krueger, 2<sup>nd</sup>: Dave Spickler

## **Officer Reports:**

### **Secretary**

- Next meeting to be held on **Monday November 13<sup>th</sup>, 2023 at 6:30pm**
- Location: **Realty ONE Group Encore (NEW LOCATION) 1401 Skyline Blvd #210 Bismarck, ND 58503 (above Dunn Brothers Coffee)**

### **Treasurer**

October 2023 Treasurer's Report:

September Financials – After Income and expenses were calculated for the month of September 2023, we ended the month as follows: Total Income = \$38,282.17 Total Expenses = \$66,032.18, Net Deficit = \$27,750.01, Year-to-date Net Surplus = \$1,215.78

September Income Recap:

- \$8,917 in Charitable Gaming & Donations
- \$25,755 in Program Income
- \$3,610 - Fundraising, Pro Shop & Interest, Events

September Expenses Recap:

- Wages & Payroll Taxes - \$32,334
- Program Expenses \$8,533
- Office, Insurance, Staff & Professional Fees - \$6,890



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- Charitable Gaming Expenses - \$11,592
- General Expenses \$6,669
- Travel \$14

Year-to-Date Net Charitable Gaming \$29,197.85

High School had a camp that ended up losing money to the gym. It was discussed that high school needs to be more included in the budget to identify needs for the year.

Charitable gaming expenses higher this month but this was due to an expense from August being paid in September.

Discussion on budget vs trending on rec programming income.

## Approval of September Financials

- **Motion: Dave Spickler, 2<sup>nd</sup> Justine Movchen**

### Vice Chair

- No Report

### Chair

- No Report

## Business/Program Reports:

### October Board report 2023:

#### Office

BGA first Newsletter went out, we have gotten great feedback on this.

We unfortunately say goodbye to our logistics coordinator as she has decided it was her time to leave BGA. Even though we will miss Shirley and all she did for BGA we wish her the best in her next adventure.

#### Fundraising/Business and Community

**Pro Shop:** no updates for the month of October.

**Charitable Gaming:** BGA is continuing with our charitable gaming effort with Buffalo Wild wings South. We have met with BWWS to discuss additional machines and await approval. We are actively seeking additional facilities and building new relationships. We are working on relationship building with a couple of new sites for additional gaming sites.

**Community Outreach:** BGA will continue to be present Bismarck Mandan Chamber EDC events and maintain current relationships. We will also continue with our BNI group to gain exposure and build relationships to potentially gain sponsorships. We are actively seeking additional annual sponsors along with making new relationships within the community.

**Safety Champion:** Brenna continues to monitor Safety Champion information and will update staff and membership on any changes or best practices.

**Gourmet Cookie dough:** Fall fundraiser came to an end. Estimated delivery is October 23<sup>rd</sup>. We are estimating profit of roughly \$15k

**Softball Tournament:** Our inaugural annual softball tournament is underway. We are looking at the dates of June 15-16 or the 22-23. We are continuing to work with BPRD for fields and umpires.



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**Volleyball tournament:** Our inaugural annual Volleyball tournament is also in the planning stages. We are working with BPRD and BPS for gym space and refs. We do not currently have a date pinned down.

**Cartwheel-a-thon:** We have started to plan a cartwheel-a-thon for April 20th of 2024.

## **Competitive Program Report**

Spirit leotard orders were placed mid-September with an estimated ship date of the end of October. Charges have been posted to parent accounts. Clarification on how fees for Leos and Meets are paid to reimburse BGA for these expenses. Also discussion on account reminders for any Due or Overdue Balances.

We will be hosting the Monster Mash Mini Meet on October 29 for our Level 3 + Xcel athletes to participate in a practice run before actual competition. Our Level 5+ athletes will be acting as judges while our Level 4s were invited to attend as hype girls. Immediately following the Mini Meet will be the annual USAG Parent Meeting.

All levels are prepping for the upcoming meet season with our first meet being the Flippin' in the Fall meet in Fargo on November 10-12. Full routines have been introduced to practice plans.

Current Numbers:

BIO- 7

Xcel- 21

Pre-Comp- 16

LVL 3- 12

LVL 4- 10

LVL 5- 2

LVL 6-10 - 12

## **Julie Ziegler Memorial**

Our Meet Sanction was purchased on August 23. Registrations have begun. We are hosting all Xcel levels as well as USAG Levels 3-10. As of October 12, we have 109 athletes registered with many more expected before the registration deadline of November 11. Jayda and Alexis have been working hard on prepping decorations while Shirley initiated communication with some local businesses for donations. Volunteer and more event communication coming out in coming weeks.

## **High School**

High school has started their October practices. They continue their Saturday open gym 10:00am-12:00pm for \$10.00, as they prepare for the upcoming season.

## **Birthday Parties**

We are continuing to offer Birthdays on Saturdays and Sundays through the school year.

## **Recreational**

All new rec equipment has been put in. With 5 short weeks left of the fall session, planning for winter has started. Skills trees are being updated for upcoming testing and lesson plans are being tweaked to continue to growth in our rec program.

## **Show Team**

Show team is in full swing with routines being completed. We continue to reach out and book shows for the season. Unfortunately, we are saying goodbye to our show team head coach Josie, she has made the decision to really focus on her studies and we are wishing her well with this chapter in life. An email has gone out to parents with encouragement to look at options to coach with some response that is being looked into by Brenna, ED. Discussion on options to work through coaching/practice options to promote the programs continuance. The job posting for Show Team head coach and also Rec coaches has been posted on several different job search platforms. Discussion on some additional ways to



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contact members offering coaching incentives and news, creative marketing to promote the job posting, and possibly splitting up team coaching options to promote more applicants.

## Committee Reports

- **Expansion Committee**
  - Budget meeting scheduled to discuss potential Proforma but this has been postponed briefly, but will continue discussion on this.
  - Awaiting response from Bismarck Hockey on grant application in which BGA wrote a letter of support on. Awarding decision is due to come in on Nov 1.
- **Capital Campaign Committee – separate from expansion committee?**
  - Discussion on separating a committee for Capital Campaign Committee from Expansion Committee
  - Jade DeSmidt has initiated some research on this and has started to create some documentation to support future campaign.
  - Jade will move forward with Capital Campaign ground work initiation and will provide additional communication in future with any needs.

## Old Business

- **Bonus Structure Proposal**
  - Bonus structure for full and part time employees presented
  - Level lead to be changed to Program lead or equivalent.
  - Discussion held on verbiage within the structure proposal

## **Motion to approve the employee performance plan as edited in board discussion**

- **Motion: Germain Krueger, 2<sup>nd</sup>: Dave Spickler**
- **Logo Update**
  - No new update
  - Discussion of logo vs branding and what is all looking to be updated.
- **Record Boards**
  - Germain to continue to look through historical records
  - Jade to assist
  - Continued discussion to be had on updating and posting of record boards in the gym.

## New Business

- **Annual Meeting**
  - Sunday November 19, 2023 at 5:00pm at the Bismarck Gymnastics Academy Gym
  - Open seat will be filled along with the 2 termed seats at this meeting.
  - Announcement will be made to membership with Annual Meeting Information.
- **Rec Wages**
  - Proposal for increased part time rec coaches wages by \$2/hr presented by Executive Director
  - Discussion on budgeted expenses for wages
  - Moving budgeted expenses from office wages category to rec wages



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**Motion to approve for part time coaches as detailed in Brenna's plan to receive \$2/hr increase. Wages will be covered by dollars included in offices wages budget category to rec wages category. This will be an amendment to the 2023-24 budget detail.**

- **Motion: Germain Krueger, 2<sup>nd</sup>: Dave Spickler**

## **Member Presentations**

- **None**

**Adjourn**

**Executive Session**

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