



# BOARD MEETING MINUTES

**DATE: Wednesday July 19, 2023**

**TIME: 6:30pm**

**LOCATION: Realty ONE Group Encore  
Office – 202 E Greenfield Lane Suite 170  
Bismarck**

**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, Justine Movchan, Trisha Morrell, Dave Spickler
- **Absent:** Germain Krueger
- **Staff:** Brenna M, Shirley M, **and Membership:** None

## **Approval of June Meeting Minutes**

- **Motion: Dave Spickler, 2<sup>nd</sup>: Gina Sondeland**

## **Officer Reports:**

### **Secretary**

- Next meeting to be held on **Wednesday August 16th at 6:30pm**
- Realty One Group Encore Office – 202 E Greenfield Lane, Suite 170 Bismarck
- High Prairie Arts and Science Center Room is unavailable for the summer season
- Vacant Board Seat is posted on BGA website, membership notified via email as well by office staff

### **Treasurer**

#### **July 2023 Treasurer's Report:**

Restatement of May Financials - Final adjustments for the Fiscal year-end financial statements were made after our June board meeting. The following is a restatement of the May Financials: Total Income \$30,355.16 (Additional Income from Interest Income of \$400.64) Total Expenses \$75,834.49 (Additional Expense of Depreciation of \$22,340) May Net Deficit: \$45,479.33, Final Year-to Date Net Surplus \$128,043.04

June Financials – After Income and expenses were calculated for the month of June 2023, we ended the month as follows: Total Income = \$40,021.85, Total Expenses = \$78,113.77, Net Deficit = \$38,091.92

June Income Recap:

- \$15,378 in Charitable Gaming & Donations
- \$23,009 in Program Income
- \$405 in Fundraising
- \$768 – Pro Shop



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- \$462 in Interest

## June Expenses Recap:

- Wages & Payroll Taxes - \$54,730
- Program Expenses (\$77) - Includes High School Camp
- Office, Insurance, Staff & Professional Fees - \$12,026
- Charitable Gaming Expenses \$7,431
- General Expenses \$3,336
- Pro Shop \$667

Year-to-Date Net Charitable Gaming \$7,988.78

Checking on details of expenses to ensure that they are reflected correctly on the profit loss to correct financials

Gina checked into DDM rates at Bravera, these continue to not be competitive with other institutions in our area. Brenna and Gina to discuss with First Western on options to possibly update banking relationships and options to ensure that money is fully secured and invested appropriately.

Discussion on current checking account balance and moving additional funds into interest making accounts.

**Motion to move \$100,000 from depository account into 18 month CD at First Western Bank.**

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

## Approval of June Financials

- **Motion: Trisha Morrell, 2<sup>nd</sup> Dave Spickler**

## Vice Chair

- A note on behalf of the hiring committee that interviews have happened and recommendations have been made for the ED position. Discussion to be had in Executive Session.

## Chair

- No Report

## Business/Program Reports:

### July Board Report 2023:

**Office:** With the upcoming (now recent) departure of Jo Vroman as General Manager, resumes have been collected and interviews with qualified candidates are underway for the position of Executive Director.

We have received approval from BPRD regarding the use of a racquetball court for extra space utilization for BGA. The previously purchased carpet bonded foam has been laid down and secured.

**Fundraising/ Business and Community:** no update



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**Pro Shop:** No new updates for the month of July.

**Charitable Gaming:** We have received our state renewal and have updated our license and internal control manual at our South Buffalo Wild Wings site. After site tracking and conversations with Luft Rooftop Bar, we have decided to seek out other venues for charitable gaming with BGA. We wish them the best with the plans they have for their gaming pursuits.

**Community Outreach:** BGA will continue to be present at Bismarck Mandan Chamber EDC events and maintain current relationships.

**Sponsorships:** We have been approved for and received our annual Scholarship program sponsorship from Bravera Bank and trust for the 2023-24 fiscal year of \$1,500.

**Grants:** We have been approved for the CVB Partnership grant to be used for our 2024 Ziegler meet. This is built into their budget and does not need to be reapplied to.

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

**Golf Scramble:** Planning is well underway for the 3<sup>rd</sup> Annual Golf Scramble. Sponsors are being secured and registration for teams is open! We will update the BOD and membership as panning progresses. The scramble will be held at Pebble Creek again this year and will be held August 28<sup>th</sup>.

## **Recreational**

Summer part 1 has wrapped up and registration for part 2 went well with the staggard registration. Summer part 2 is off to a good start. We are offering an open Gym on Tuesdays 2pm-3pm, we are continuing to educate coaches on the best spotting practice and the fundamentals of gymnastics. We have a total of 75 classes.

- Beginner Girls- 11
- Intermediate Girls - 14
- Advanced Girls - 3
- Beginner Tumbling - 7
- Intermediate Tumbling - 5
- Advanced tumbling - 2
- Rookie - 9
- Tumbling Tot - 17
- Parent Tot - 2
- Hot Shots- 2
- AP- 1
- Trampoline - 1
- Teen -1

## **USAG Program Report**

- The USAG gymnasts enjoyed a well-deserved three-day break over the 4<sup>th</sup> of July holiday and came back to practice ready to work. Within the DP Program, we have been utilizing monthly goal planners to keep the girls motivated and working hard toward accomplishing their goals. We will be doing skills testing for practice time placement the first and second weeks in August. Emily has continued working with our Xcel teams to gauge where the girls are at with the goal of having more solid level placements as we head toward the end of summer.
- A preliminary meet schedule for the 2023-2024 season has been composed. Tentatively, the Xcel teams will have the opportunity to compete at 9 meets, the DP Compulsory levels will have the opportunity to compete at 10 meets, and the DP Optional levels will have the opportunity to compete at 10 meets with our Level 9+10 athletes have the possibility of competing at 11 meets with Westerns/Nationals.



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- At the request of North Dakota's USAG State Chair, the Julie Ziegler Memorial Flippin' Fiesta will be held earlier in the season than previous years. We are on NDUSAG's schedule to host on December 8-10. This will mean hammering out the details sooner, but we are looking forward to hosting our meet earlier in the season this year.
- A tentative schedule for the school year has been proposed. We haven't yet reached a decision but are hopeful of releasing details within the next week.

## **Show Team**

Show Team is just about done with their summer season with our last show being Riverwalk next Wednesday and I am getting ready to make my transition out of my head coach position. Since we do not have a coach hired as of yet, I am working on getting lesson plans and shows scheduled for the fall now to make things easier for the start of the season. I have reworked the definitions, practice schedules, performance qualifications, expectations, and objectives for each team keeping in mind their ages, skill abilities, and emotional capabilities. I have been working closely with Brenna and Shirley to divide out my position into other titles to help take some of the load off of the head coach position. I am making a detailed guide to pass along to the next coach when the time comes.

I also would like to happily announce we have added a fourth team; Diamonds! This has been a highly requested option for our older athletes. Many of them would make their way to Black Gems and then would have nowhere to go from there. Diamonds is a team of elite gymnasts that are ages 12+ that will provide opportunities for our older athletes to work on a team of individuals closer to their own ages. This team will be incorporating elements of collegiate Acrobatics & Tumbling to give these athletes the tools they would need to qualify and acquire collegiate scholarships and compete at collegiate level Acrobatics & Tumbling meets. Diamonds is a great way to bridge the gap between performing on a fun team and opening opportunities for these talented young athletes with a love for tumbling and acrobatics to be recruited and perform for collegiate teams. This team will kick start this fall.

Current Numbers for Each Team:

Summer Session:

Mini/Gold Routine: 20

Mini/Gold Skills: 13

Black Routine: 13

Black Skills: 13

Fall Prospective Numbers (before Tryouts in August):

Mini: 5

Gold: 22

Black: 28

Diamond (Estimated): 6 (3 moving up from Black and 3 that have expressed they would like to join once more is known about the team)

Total Estimated for Fall Before Tryouts: 61 Athletes

## **High School**

High school continues with off season practice Monday through Thursday.



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## Committee Reports

- **Expansion Committee**
  - Meeting with Kyle with Hockey boosters had not taken place prior to Jo's departure. Trisha will continue conversation to set up meeting to discuss possible options
  - Will continue discussion as we move forward with discussing options as we regain core staff strength
  - Conversation with BPRD on what happens with their relationship and options as we move forward with potential options

## Old Business

- **2023-2025 Strategic Plan**
  - Paused until ED position is filled
- **Coaching Contracts**
  - Paused until ED position is filled
  - Previous contract states that updates will be revisited in September
- **Executive Director Transition**
  - Transition to interim ED, Brenna Mosbrucker is going well
  - No loose ends or concerns at this time.

## New Business

- **Updated Travel Policy**
  - Original verbiage: "Travel within the Bismarck/Mandan area is factored into the employee's compensation. Mileage will not be reimbursed and per diem will not be paid. Travel outside the Bismarck/Mandan metropolitan area will be reimbursed at the standard IRS rate if a personal vehicle must be used, or a rental car will be covered by BGA."  
Proposed Change: "Travel within the Bismarck/Mandan metropolitan area AND outside the Bismarck/Mandan metropolitan area will be reimbursed at the standard IRS rate if a personal vehicle is used, or a rental car will be covered by BGA"
  - No other changes to the travel policy

## **Motion to approve employee travel reimbursement policy update to proposed version:**

- **Motion: Dave Spickler, 2<sup>nd</sup> Trisha Morrell. Unanimous vote of approval**

## Member Presentations

- None

Adjourn

Executive Session