



BOARD MEETING MINUTES

DATE: Tuesday May 19, 2020
TIME: 7:00 PM
LOCATION: Webex
CALL TO ORDER: 7:03 PM

Attendance

- Board Members: Germain Krueger, Jen Klesalek, Justine Movchan, Gina Sondeland, Tracy DeForest, Tina Frisinger
- Staff: Jamie Kessler, Jo Vroman, McKenzie Swallow, Cassie Raplee,
- Guests: Al Hager

Approval of April Minutes

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

Officer Reports

Secretary

- Next Meeting to be held Tuesday, June 16th at 6:30 with the location to be determined

Treasurer

- April Financials
 - After income and expenses were calculated for the month, we ended the month of April in the negative
 - Total Income=(\$-9,599.61) Note: Negative income due to issuing refunds as a result of Covid-19
 - Total Expenses=\$28,782.40
 - Net Deficit=(\$-38,382.01)
 - Fiscal Year Surplus 6/1/19-4/30/20= \$15,701.06
 - Jamie noted that Account Credits had been given back to the Rec classes for the previous months when the gym was closed and that these credits will be showing in the receivable account until they are used by the member
 - Germain questioned the status of the current CD's
 - 2019 CD's renewed at a lower interest rate
 - 2 of the CD's up for renewal were rolled into a \$10K CD
 - Jamie will update the current status of the CD's in Quick Books



BOARD MEETING MINUTES

- Gina provided an Update on the Payroll Protection Program Loan
 - 75% of the loan has to be used for payroll costs so we will need to keep employees on the payroll so we can get the loan forgiven
- Jamie will work on a smoother transition with the payroll account so that the PPP loan can be accessed for the payroll withdrawal
 - Currently the PPP loan is at a different bank than the payroll account

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

Vice Chair

- No Report

Chair

- No Report

Executive Director

- Program Updates
 - The programs have all been cancelled temporarily due to Covid-19
- Business/Community/Fundraising
 - Parc 365
 - Coordinating with Tracy Kindem regarding communication to our assigned user groups
 - Mail in vote to be completed in June
 - COVID-19
 - Collaborating with staff to assign different tasks upon the return of the athletes to the academy
 - Fundraising Calendar
 - Steph, Jamie, Tina worked together to come up with a final fundraising calendar
 - Research has been done on virtual fundraising options and Direct Your Dollars receipt collections to augment funding for the expected drop in fundraising dollars



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- Team Building
 - Full time staff has instituted a weekly team building “Book Club” and will collaborate with all staff to complete team building sessions upon re-open

Committee Reports

Old Business

- Strategic Plan
 - Tabled until June meeting
- Budget Proposal
 - Jo will look into Parks and Rec matching Grant that is due by June 1
 - New Equipment will be the request
 - Sponsorships
 - Renew some of our previous donors currently on the wall with a goal of \$5,000
 - 10% of the pledge goes back to Parks & Rec
 - The letter that will go out to the businesses will ask that a portion of the sponsorship be allocated for our scholarship program
 - Germain suggested that the sponsorships be separate from the scholarships
 - The funder can guide their dollars to the program of their choice
 - Computer1
 - Exchange is used for emails and backs up the computers
 - Budget proposal tabled until the changes are made and an update is provided to the board

New Business

- Memorial Week Closure
 - Staff will be in the office this week to get the facility ready for opening on June 1
 - Jo will get a letter communicated to the membership about the re-opening of the gym and what to expect during the first week back



BOARD MEETING MINUTES

Member Presentations

- Parc 365 Update-Jo Vroman
 - Jo has been working closely with Mike on ways to secure donors to move forward with getting the measure on the June ballot
 - Looking at some virtual fundraisers
 - Tracy DeForest noted that there has been a lack of support from our own Chamber from the beginning and is unfortunate that we don't have the backing from them

Adjourn

Executive Session