



BOARD MEETING MINUTES

DATE: Tuesday July 21, 2020

TIME: 6:30 PM

LOCATION: Optimist Park
2098 16th St

CALL TO ORDER: 6:32 PM

Attendance

- **Board Members:**
Justine Movchan, Tracy DeForest, Germain Krueger, Jen Klesalek, Gina Sondeland
- **Staff:**
Jamie Kessler, Jo Vroman, McKenzie Swallow, Rachel Krug
- **Guests:**
Vanessa DeCoteau, Stephanie Barth, Mia Kiemele, Josh Kiemele, Katrina Hanenberg,

Approval of June Minutes

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

Officer Reports

Secretary

- Next meeting to be held on Tuesday August 18th at 6:30 PM with location TBD

Treasurer

- June Financials
 - After income and expenses were calculated for the month, we ended the month as follows: ,
 - Total income=\$18,823.73
 - Total Expenses=\$26,778.20
 - Net Deficit=(\$7,954.39)
 - A Net Deficit for June was expected due to the absence of the Recreation Program in June
 - Paycheck Protection Loan Update
 - Blackridge Bank is allowing us to file the EZ form for forgiveness. This form does not require us to do the time consuming calculations to determine if we maintained a full time equivalent of employees during the shut down.
 - With the filing of the EZ form, we are expected to have all 100% of the loan forgiven. All funds were not used up during the 8 week period, however we were allowed an automatic extension to 24 weeks to use up the funds.
 - As soon as Blackridge Bank begins accepting the forgiveness applications, ,we will submit ours.
 - 3 CDs will be maturing at Blackridge Bank this week.
 - Each CD has a value of \$5,080.49
 - We have an option for a 12, 24, 48 or 60 month roll over each with different interest rates
 - 12 month=1%



BOARD MEETING MINUTES

- 24 month=0.75%
- 48 month=.8%
- 60 month=1.3%
- Board discussion on how to proceed with the CDs
 - **Klesalek made a motion to roll all the CDs together into a 12 month CD at an interest rate of 1%.**
 - **Movchan-2nd Motion carried**
- Member/Board discussion on how the PP Loan was calculated into the budget
 - Currently sitting as a loan on last fiscal year budget
 -
- **Motion for Financials: DeForest, 2nd Klesalek**

Vice Chair

- We have received a job service claim for Steph Birkeland's departure
 - Klesalek is working on getting the paperwork completed and submitted back to them

Chair

- The board received a resignation from Cassie Gaines from her position as Rec Coordinator
 - Her reason for resigning was due to health concerns for her safety due to COVID

Business and Community Report

- Parc 365
 - With City Measure 1 not passing, the group has decided to regroup and determine new ways/options to move forward
- COVID-19/Reopen
 - The Rec program has reopened with classes beginning on July 16th
 - We are continuing with aggressive sanitation standards and temp checks with all gymnasts and are following our phased reopen plan and Smart Restart Guidelines
- Staff Training for Rec Reopen
 - Mandatory training for all staff was held prior to the reopening of each program for Comp and Rec
 - Comp teams have moved to level 4 (Foam Pit uncovered and spotting allowed)
 - Rec Program is at a level 2 (no use of foam pit or spotting)
- New Procedures
 - We have instituted a concussion management plan with Sanford Orthopedics Sports Medicine and will have baseline testing for all Competitive/Show Team Gymnasts ages 12 and older
 - This will be added to the team handbook and will be mandatory



BOARD MEETING MINUTES

Program Reports

- Recreational
 - There are currently no preschool classes being offered
 - 29 classes
 - 166 enrollments
 - We welcomed back 9 rec coaches to help during the summer session
 - During the first week of Summer Session we will have a coach who is directing students/parents on the flow of the gym and ensuring they are following procedures
 - Summer Session will be a 6- week session, ending on August 14
 - Fall Session registration will take place the week of August 25th
 - Rec Program will begin at phase 2 of our reopen plan

- USAG
 - Struggles/Successes in Re-Opening:
 - The gymnasts were excited to get back to the gym and get out of the house
 - Gymnasts did a great job of following all the rules and staying 6 feet apart.
 - Some Struggles were adjusting to the no chalk, making sure to hand sanitize and no spotting, but the coaches are doing great at reminding them
 - The practice schedule for July/August has been completed, along with the rotation schedule
 - There will be bigger group sizes with the ratio of 1 coach to 10 gymnasts
 - The pit was opened up at the end of June
 - A Team Banquet is planned for August 6th.
 - Information went out to parents on 7-14
 - The awards were purchased with the funds from the Pizza Ranch Fundraiser

- Show Team
 - Gold Gems and Black Gems have gone back to regular practice time lengths for July and August
 - Our Coaching team has lost a very valuable coach as Janette relocated out of the state.
 - The planned first performance at the Lark's game has been cancelled
 - We added a Family Day Riverwalk event on July 15th
 - Planning is underway for a Team Banquet in August and a possible fun day event for the gymnasts
 - Tryouts will continue to be postponed until later in the fall

- Office Report
 - IClassPro made multiple updates over the closure, including a new customer portal requiring many updates on settings and features
 - We are reviewing due dates and updating account contacts for all insurance companies used by BGA and confirmed Staff to Gymnast ratios for appropriate coverage
 - The Level 3 Vault System and 2 8-inch landing mats have been delivered and are currently in use
 - This was the new equipment purchase from last months meeting that we was waiting for approval on delivery



BOARD MEETING MINUTES

- The equipment cost was \$4,000 with a delivery charge of \$939

Committee Reports

- Fundraising
 - Community event scheduled for July 15 was a great opportunity for the gymnasts to perform in front of the community
 - Many questions about registration and classes for all ages
 - It turned out to not really be a fundraiser but more of a community event, which was great for the Academy to get new members
 - A carwash is scheduled for August 14th in the Dans Parking lot
 - The trampoline has arrived that was asked for in our matching grant
 - Our Fall Fundraiser will be Butter Braids
 - BGA will have a booth set up in the BisMarket alongside Capital Racquet
 - Suggested putting an ad in the Friday Flyer that is sent out to parents during the school year

Old Business

- USAG Optional Program Coordinator Update
 - An offer has been made to Torrea West and we are just waiting for her response back
- HS Program Tuition Update
 - HS will have the same hourly rate as the Comp Team
 - Billing will be based on the number of hours they practice during the week
 - Option of 2 or 4 days/week practices
 - Question about the notice needed to switch from USAG to HS
 - 30 day notice is required, but Rachel Krug would like the girls to let her know by Aug 1 because she needs to get uniforms ordered for the teams

Member Presentation

Adjourn

Executive Session