

AGPA MINUTES

Apollo Gymnastics Parents Association

January 14, 2010

Meeting called to order at 7:10pm

In attendance:

Executive Board

Present: Scott Peloquin (Pres), Kim Schumpp (Treas), Sharon Mullen (Sec), Denise Shoemaker (Fund Chair), Cheri Delaney (Meet Coord)

Absent: Pam Dickson (VP)

Level Reps

Present: Robyn Henry (Co-L4), Traci Rozzi (L7/8), Janette Del Cid (Boys Sr), Brenda Guthrie (Boys Jr)

Absent: Charles Bailey (L3), Andrea Bush (Co-L4), Laura Wellington (L5/6), Lynn Clark (L9/10)

Board Meeting Discussion:

Financial Review –

Budget vs. Actual – Kim completed a actual cost to date vs. projected. The numbers below are only a projection and not finalized yet: Girls Level 3 - \$300 over budget, Girls Level 4 – 6 - \$9,800 under budget, Girls Level 7 – 10 - \$4,000 over budget, and Boys Team - \$2,400 under budget. The budget for the girls Level 7 – 10 group was projected to be \$56,000 but it will most likely be \$61,000. Invoices for the 3rd assessment are scheduled to go out on January 31st, 2010.

Accountant Status – Scott will be looking into a new accountant. Currently Kim is going to work with Dawn to prepare the 1099's before Jan 31st for the coaches. Quarterly reviews haven't been turned into Dawn. Janette provided the name of a CPA that does work with PTA's: Dominion Tax – Molly (703)492-1199.

ARAMARK – Patriot Center/Verizon Center – Emily Kohler was notified that AGPA will not be participating at Verizon Center due to the lack of participation from the association. The requirement in order to stay was not going to be able to met. Sharon did leave a message for the Ovations Foods service group at Patriot Center to see if we can get signed up to work events at that venue. Will follow up by next meeting.

Travel Reservations for Coaches – Kim has requested that communications between those booking reservations for the coaches need to be better communicated with her. She has had to step in and make last minute changes to reservations, faxing credit card authorization forms, etc. A form needs to be drafted that will be used from the people making reservations for the coaches and turning them into Kim so that she has up to date information. The people that make the coaches reservations need to take the responsibility for verifying that travel plans are appropriate, need to make sure credit card authorizations are filed with hotels when coach travels without AGPA card, and needs to make sure the correct number of rooms, flights and cars are reserved for the correct number of coaches. Late changes are often made, so good communications with Nancy McDonald is essential.

Documents – The following documents need to be worked on accordingly:

- Meet Coordinator Handbook
- Bylaws
- Coach Reimbursement Policy
- Grievance Procedure needs to be written – Scott will take this action item

Meet Coordinator – Cheri has coordinated a kick off meeting with the committee chairs but responses are low. Nancy McDonald wants to be involved in the committee chair meetings as well. The meet will be a 2 days meet, 200 gymnasts have registered. Jan 22nd is the cut off date for the registration. Nancy will then be able to tell shortly after how many sessions parents will need to work. Cheri has asked for help with the candy grams

committee – no one in the committee had stepped up to the position as of yet. Scott was going to contact the committee members directly. Cheri also mentioned possibly getting a photographer in for the Rock n' Roll meet.

Fundraising Updates – Currently it appears only 25 percent of the membership is actively fundraising, whereas the previous year it was about 50%.

Spirit Nights: Cici's Pizza is scheduled for Feb 3rd. May do one more at Moe's since that's the one we got the most return on.

Applebees & Tropical Smoothie: Waiting on the checks

Scrip Orders/Sales: There will be parents selling Scrip cards at the gym the first week of the month and the last week of the month instead of weekly as had been occurring.

Moving forward:

- One spirit night per month should be held.
- Fundraising committee groups should be broken up a lot more than they are. Going forward into the next year, we need to address this so that one person or just two people aren't always over worked.
- Raffle Tickets – this is a very good fundraiser, but feel that because of the intensity of it and the requirement for full participation, it should only be done once a year. Will look at doing this again during the Fall as a kickoff.
- Janette Del Cid passed along a business card of a t-shirt business that she saw at the Dave Brown meet. Thought it could be a good fundraising idea for future meets at Apollo.
- Need to determine if any other fundraisers would warrant participation – possibly Joe Corbi's and/or Yankee Candle.

End of Year Party – Sharon M. asked if one board member could step up to be the lead and get two or three parents to help as well with the plans for the End of Year Party. Denise accepted the task and will put together information and work with Kim S. to ensure that we are within the budget that was planned for the party.

Level Rep Updates:

Girls – Level 4 (Robyn Henry) – Robin has suggested doing a spring work day in the storage sheds and the closet upstairs. Both locations need to be cleaned up a bit. An inventory of these needs to be done and possibly purchase new Rubbermaid tubs for more proper storage – especially in the storage sheds outside. Scott, Andrea and Robyn may be able to get together to help organize this.

Next Meeting

The standing date is the 2nd Thursday of each month. Next meeting date is Thursday, February 11th, 2010 at 7pm.

Motion to adjourn was made at 8:08pm and was passed unanimously.