

AGPA MINUTES

Apollo Gymnastics Parents Association

February 18, 2010

Meeting called to order at 7:11pm

In attendance:

Executive Board

Present: Pam Dickson (VP), Kim Schumpp (Treas), Sharon Mullen (Sec), Denise Shoemaker (Fund Chair), Cheri Delaney (Meet Coord)

Absent: Scott Peloquin (Pres)

Level Reps

Present: Traci Rozzi (L7/8), Charles Bailey (L3), Janette Del Cid (Boys Sr), Brenda Guthrie (Boys Jr)

Absent: Andrea Bush (Co-L4), Robyn Henry (Co-L4), Laura Wellington (L5/6), Lynn Clark (L9/10)

Board Meeting Discussion:

Financial Review –

Coach Reimbursement/Pre-payment– Kim explained that the current process for coaches attending meets is she works closely with Nancy McDonald, Apollo Gymnastics Meet Director. The coaches are paid prior to travelling for the following where applicable: mileage, meal per diem, session fees. Hotels, air travel and car rentals are reserved on the AGPA Visa cards for the coaches. Any incidentals that weren't paid or aware of prior to the meet, the coaches turn in receipts for reimbursement after the meet, such as: parking, luggage fees, tolls, etc.

Questions:

Level 7 – 10 question asked: Will the 4th assessment be increased as well like the 3rd one was? Kim stated that unless there is a big change, no it should be what was originally projected/budgeted.

What is in the general fund? There is not a separate general fund account, Funds were allocated at the beginning of the year to cover general expenses such office supplies, annual fees (lawyer, tax accountant, state filing fees, etc). Any funds earned that are not earmarked for other specific budget categories are considered part of the "general fund"

Carrying forward of Fundraising Credits: Kim is concerned that at the end of the year, there will be a dollar amount in the bank account that will be misinterpreted. The amount that will be in the bank will be any amount that was leftover from the 2009 – 2010 season, and fundraising credits that will be carried forward, and Scrip fundraising and Nissan concerts. these excess funds, that are earmarked for the 2010-2011 Fiscal Year could cause confusion and will easily be interpreted as a large sum of money leftover, when in reality, it isn't. In the future, as the organization grows it will be important when transitioning to new Board Members that these amounts are identified and reserved. It should be researched as to whether there is a restriction of carry forward of credits as it relates to our 501c3 status.

Vote: Change 4th Assessment Dates: Kim expressed a slight conflict between the original assessment dates in the Assessment Policy that was approved last fall. With the current meet schedule, a number of State meets were occurring before the 4th assessment payment would be billed. In order to effectively proceed forward financially, it was determined that all assessments should be paid prior to State competitions. The proposed new dates were as follows: Fundraising Cut off – February 28th, Invoices Sent – March 5th, 4th Assessment Due Date – March 15, 2010. This vote was approved by the Board. The office and coaches have agreed that if Assessments are not paid in full, those gymnasts would not be able to compete at their State meet.

Coach's 1099's: All coaches have received their 1099's for the 2009 year.

ARAMARK (Nissan – now named: Jiffy Lube Live)/Ovations (Patriot Center) Update – Sharon M. has been in contact with the POC from Aramark and we are working to come up with TIPS/TEAMS training dates that will be hosted at Apollo Gymnastics for any parents to attend. She also has left another voice message with the POC at Ovations regarding the Patriot Center events and getting AGPA set up to work their events as well.

Lessons Learned – Scott stated that he would like to hold an unofficial meeting with Ken, Val and parents regarding this past meet season and planning meet seasons going forward. The Optionals meet schedule was very aggressive this year, while the Compulsory meet schedule to date hasn't been as much as parents hoped. These lessons learned meetings should occur with the current board so that going forward into the next term, the current board will be able to provide good feedback to help plan for the year ahead. It was agreed that the Secretary should create a survey to send to all parents to get their feedback regarding # of fly aways, # of meets, etc. Data should be collected by next meeting.

Inclement Weather Policy –

Traveling in Inclement Weather to Away Meets - A parent contacted the AGPA regarding travelling to meets in inclement weather. There was a particular meet this year that was held in the Virginia Beach area. The travel to this meet fell right in the middle of a snow storm here in Northern VA while the weather in VA Beach was just rain. It took some families several hours to get to Va Beach, only to have their children get up a few hours later and compete the next morning at 8am. The family also mentioned that another gym in the No. VA area decided as a team not to attend the meet because of the weather, and they were fortunate enough to get their meet fees returned by the host gym. It was asked if the Board could address an Inclement Weather Policy in extreme cases like that. The board as a whole felt that this policy should be approached with the Gym and the Coaches and not necessarily the AGPA. The AGPA will notify the management and head coaches.

Missed Practices due to Inclement Weather – A level rep asked why the gym holds make up classes for Rec classes, but not the teams. With the recent storms in Jan/Feb, a lot of team practices were missed and all right before the home Rock n' Roll meet for all of the girls and the boys heading to Maryland for their upcoming meet the week after. It was suggested that Scott contact the office regarding missed practices for the team members.

Documents – The following documents need to be worked on in weekly work sessions that the board agreed upon. Sharon M. will get a schedule set up so these can be finalized:

- Meet Coordinator Handbook
- Bylaws
- Grievance Procedure

Meet Coordinator – Rock n' Roll meet preparations are well under way and things are looking great! They only have 3 vacant spots remaining. Cheri requested if the board new of anyone who could fill in as a Session Coordinator for Session 4 on Sunday morning, she would be the announcer. The Session Coordinator is the floater between Val, Nancy M and Cheri. The Hearts for Haiti Relief is going to take place at the Rock n' Roll meet and we hope to get a LOT Of hearts purchased. Monies will be donated to the American Red Cross to help with the Haiti Relief. The Haiti Relief donations was suggested by Deanna Knox.

Secretary Update – Annual State Commission packet is due on Feb 26th. Sharon M. will be submitting these the week of February 22nd along with the fee. Sharon also presented the timeline for the annual board selection process. The dates are as follows:

- April 1 – E-mail to membership kicking off board nomination process
- April 15 – Nominations solicited/received
- May 1 – Votes for nominated members are sent out
- May 15 – Voting ends
- June 1 – New Board for 2010 – 2011 term announced
- June 11 – Annual Board meeting, New Board is introduced to current board and membership
- July 1 – New Board starts

Fundraising Updates – With the current fundraising cut off for the 2009/2010 season being February 28th, the only fundraising going forward will be Scrip, Market Day, Aramark Concerts, bowling spirit day, etc. Joe Corbi's, Yankee Candle and any others will happen at a later time.

End of Year Party – Denise presented to the board trophy ideas, graduating senior trophies/picture frames, etc for the full board to vote on. She explained as well the cost breakdown and how much would be requested by the parents, etc. It was also expressed that the Optional or Level 9/10 girls would like to have a end of year Banquet in addition to the end of year annual pool party. Denise agreed to pull together pricing for a banquet

and the board would look at taking a poll of sorts to see what the majority wanted. Janette and Brenda agreed to help with the picture frames and coming up with a label with the graduates name, graduating year, etc.

Coach Travel Reservations – Kim asked if we could come up with one form that is sent to the Coach, Nancy McDonald, Kim Schumpp (Treasurer) prior to each away meet. This would help tremendously with the organization between all parties involved. Sharon has a form that she will start using for Melvin, Yevgin, Jason and Grygoriy's travel. Sharon will forward a copy of this form to Pam Dickson who arranges the Optional Coaches travel. Kim stated that when making reservations we need to ensure that we are choosing options that are practical in cost and in accordance with what works best for the coaches as well.

Coach Reimbursement/Travel Policy – Kim provided copies of a modified travel policy and the board fully approved. This will be posted on the public website under the Coaches page and Kim will distribute to the Coaches and have the acknowledgements signed.

Committee Lead – It was voted and approved that next year, the board positions will count as a committee slot. It was also suggested that the Vice President should be in charge of the Committee Leads, providing training/orientation at the beginning of the season and following up often to make sure everyone is working their committees as necessary.

Parent Involvement/Awareness – It was suggested that for the March Meeting we advertise the meeting well and encourage parents to come join a board meeting. Sharon will get the word out and advertise.

Level Rep Updates:

Girls – Level 4 (Andrea Bush) – Andrea passed along prior to the meeting that Melvin will be adding a meet for the Compulsory girls. This will be finalized before the end of the month and families will be notified.

Next Meeting

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

Motion to adjourn was made at 8:50pm and was passed unanimously.