



NORTH STAR CIRCUIT

Color Guard Circuit of the Upper Midwest

NSC Board Meeting Agenda

September 15, 2019

6:00pm

Lyndsey calls the meeting to order at 6:07pm, Jessi seconds.

Attendance

Wil, Mary, Jessi, Andy, Jessie, Kim, Lyndsey, Lanae, Brenda, Dawn

Approval of Agenda

Jessie motions to approve agenda, Mary seconds.

Approval of Minutes

Mary makes motion to approve the August minutes, Kim seconds.

Officers Report

President: Currently waiting to hear from various locations about Premiere. Will continue to reach out to units like Chops, EastRidge, and Farmington to see if they'd like to host.

Vice President: Display design has been sent to the printer for proofing approval. \$700 (with promo code) and should be here within a week. Will purchase tonight so it should be here by the Marshall show. Staff badges will be from a local Eden Prairie company. Will submit the order to have in time for Premiere. Will update the PDF for flagline and send out to band directors around the state.

Treasurer:

As 09/15/19

Checking: \$7,585.74

Savings: \$5,386.23

Angel Fund: \$3295.92

CD 6: \$3408.31

CD 12: \$3761.68

Currently working with the bank to be on the account. Completed the budget and will go over during "on-going" business. Two checks came in after the budget was closed so Jessie has moved that money into a special account for that reason (so it doesn't go against our current budget).



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Secretary: Siteground web hosting will be renewed. Sent out end-of-season survey. Results to discuss during “New Business”.

Chief Judge Report: Sent out invites to judges. Hoping for some big names to agree. Reached out to Amy Powers about video critiquing. Show sign up will be done in Competition Suite. We need to determine when to close show sign-up so we can do the schedule. Andy will look at paying dues via competition suite.

On-going Business

- Tarp cleaning logistics - Mary's facility is available and will look at their event schedule. We might ask whoever is hosting Premiere to clean the floor. Will keep this on a to-do list for Premiere.
- Timeline document - Andy has started it. He will search the archive for a document that had a lot of show hosting information.
- Banner pricing update - mentioned during the VP report (\$700)
- Premiere location - Discussed during the President's report. Will reach out to Markell and ask Farmington's interest.
- Review budget adjustments - High level overview. Adjusted everything down to 9 shows. Adjusted marketing line items (banner, badges, website), Added back in music agreements, adjusted scholarships from \$1000 to \$1500. **Will motions to approve the budget as presented. Lyndsey seconds.**

New Business

- General Membership meeting plan - Need to start a slide deck. Lyndsey to solicit officer's reports for the slides. Need to identify key committees like social event, coordination of judges room hospitality, souvenirs, solo and ensemble.
 - Social events - Mary to lead
 - Judges room hospitality - Kim/Brenda to lead (consider hosts providing drinks and desserts)
 - Apparel Sales - Jessie to lead. Adding another fulfillment channel (like the website). Need to determine what to sell. Shirts, vinyl stickers, shorts/tank tops.
 - Solo/Ensemble - Dawn to lead.
- Show sign up date (deadline for all forms, etc.). Show host details are due to us by Friday November 15th. Show sign-ups will open November 1st. Dues, forms and last day to sign up for shows will be December 20th.
- Review survey results - After reviewing, we are currently making changes to communication and culture and hopefully will have a more successful season. Will create a slide of those key results for the GM meeting.



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- Code of Conduct policy review - Need to define the timeframe parameters and include a policy for such actions. Lyndsey to review WGI's policy and determine what to add to our policy and will discuss our plan at the GM meeting.
- Contest Director and Chief Judge positions discussed. We put out a solicitation of interest. We have two candidates for the Contest Director (Lanae and Becci O'Kane) and one candidate for Chief Judge (Andy). Per our bylaws, we will offer these candidates to the general membership for their vote. However, a policy needs to be created around how these roles/candidates are reviewed by the board. Policy to be created/discussed at the next meeting.

Action Items

- Reach out to Farmington, EastRidge to see who can host Premiere - **Lyndsey**
- Timeline Document - **Andy**
- Set up Competition Suite for show sign up (once Premiere location is locked) and possibly accept payments - **Andy**
- Renew website/domain - **Andy/Jessi**
- Update Flagline PDF for current season - **Wil**
- Create slide deck for the GM meeting - **Lyndsey**
- Request officer's reports for the GM meeting slides - **Lyndsey**
- Include nominations of the Contest Director and Chief Judge to the directors email before the GM meeting (in addition to the by-law changes) - **Jessi**
- Review WGI's Code of Conduct and determine what we'll include in our policy - **Lyndsey**
- Add season dates to website - **Jessi**
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Meeting Close

Jessi makes motion to close the meeting at 7:59pm, Jessie seconds.

Next meeting will be October 20th, 6pm.