



NORTH STAR CIRCUIT

Color Guard Circuit of the Upper Midwest

NSC Board Meeting Agenda

December 15, 2019

6:00pm

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

Attendance

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

Absent

Mary

Approval of Agenda

Jessie motions to approve updated agenda, Lyndsey seconds.

Approval of Minutes

Kim makes motion to approve the November minutes, Lyndsey seconds.

Officers Report

President: Would like to discuss grant options with Jessie to better understand our options.

Vice President: Items in the roadmap.

Treasurer:

Pop-up banner has been paid for. Dues payments have been made by some units and will send out reminders to those who still need to pay. Postmarked by December 20th. Will be setting up the EventBright for Premiere (G.A. tickets). Will be setting up auto payment to our storage unit facility.



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Secretary: Need to remind units to submit forms by December 20th. Need to reach out to Brookings and CC Jessie and Lanae about their status and what shows they'll be attending.

Chief Judge: A guest judge would like to host a clinic for instructors and judges while he's here judging Premiere. Will talk to the judge about the logistics and schedule and Andy will coordinate with Wil to use Inver Grove Heights Community Colleges facility. We will have 3 guest judges flown in this season.

Contest Director: Contacted RCR to take over the evening show March 14th. They will be hosting the evening show. In contact with Royal Guard to potentially host the afternoon show that same day. Will confirm by Monday and will notify the membership of the schedule change.

On-going Business

- Season roadmap review -
 - Apparel order (t-shirts) will go in tomorrow.
 - Social event locations have mostly been scheduled via Mary.
 - Photographer confirmed
 - Performance order to be done by Andy.
 - Lanae/Andy to find announcers for Premiere/Finals. Will confirm by Friday.
 - Confirmation of contest staff. Lanae is currently coordinating those staff members.
 - Floor cleaning - Wil will contact Jared about cleaning at EP and what time (approx. 3pm).
 - Show tape - Need to see how much we need and how much is used per show.
 - Show logistics (show equipment like sound and floor)
 - Need apparel bins for easy transportation
 - Inventory medals
 - Hospitality discussion
- Code of Conduct discussion - Continue discussion from last month. Will document our process and the situation for our own records.
- Premiere Location discussion - Eden Prairie will now host Premiere. Need to communicate the show hosting duties as they are slightly different. Show will start at 6pm. Gate share is 15%.
- Show sign-up update - discussed previously.
- Sibley/double show discussion.



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New Business

- Angel Fund application review - We had one unit apply. Application approved.

Action Items

- Director update to include dues and forms deadlines of December 20th, and include the WGI webinar info - **Jessi/Jessie**
- Contact Brookings director to confirm their intentions this season - **Jessi/Lanae/Jessi**
- Set up EventBright for Premiere ticket sales - **Jessie**
- Grant research - **Lyndsey/Jessie**
- Set up auto-payment for our storage unit - **Jessie**
- Update form submission document - **Jessi**
- Coordinate a guest judge clinic - **Andy**
- Connect with Royal Guard about replacing RCR day show - **Lanae**
- Contact Dawn to determine how much show tape we need - **Andy**
- Apparel order - **Wil/Jessie**
- Work on show equipment logistics schedule - **Lanae**
- Need to get 6 storage bins for our apparel and a cart - **Jessie**
- Inventory medals to determine if we need to order more - **Andy**
- Document the evidence and situation around the Code of Conduct - **Lyndsey**
- PO Box address website update - **Jessi**

Meeting Close

Lyndsey makes motion to close the meeting at 7:56pm, Jessie seconds. Meeting closes.

Next meeting will be January 19th, 6pm.