



NORTH STAR CIRCUIT

Color Guard Circuit of the Upper Midwest

NSC Board Meeting Agenda

Jan 16, 2022

6pm

Jared calls the meeting to order at 6:05pm, Jessi seconds.

Attendance

Jared, Jessie, Michelle, Wil, Jessi, Matt, Kaity, Becci, Brianna

Absent:

Approval of Agenda

Jessi motions to approve agenda, Jessie seconds.

Approval of Minutes

Jessi makes a motion to approve the December minutes, Becci seconds.

Officers Reports

President: Our first show is in less than 2 weeks. Received units asking about Eventbrite and when that'll be set up. Have been in contact with LaCrosse about their needs.

Vice President: Badges have been created and sent to print. Graphics have been created for all the events and have been sent to Jessie for Eventbrite pages. Volunteer recruitment email was sent out to graduating seniors. Photographer is confirmed for the season.

Treasurer:

Received signatures for the bank account with board members. All documents have been filed (taxes, state of mn filing, etc.). All Eventbrite pages are set up but not published. Need to add each event's masking policy to Eventbrite.

Secretary: Received more documents from units. Will send individual emails to those units still missing documents.

Chief Judge: Have scheduled double GE judges for finals. Booking hotel/airfare for our out of town judges soon. With no minimum show length time, WGI is hoping for shorter shows with elaborate sets to show more creativity.

Contest Director: Need to coordinate with Amanda and Matt for sound schedules. Matt will be announcer at Premiere and Lakeville. Reached out to Eric Molho for other shows. NSC will provide food for Judges only at Premiere. Penny O'Kane will handle it.



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On-going Business

- Review [Season Roadmap](#)
 - Scholarship application and information to be posted on the website (then socailize).
 - Create QR codes for programs and to purchase tickets at the ticket table
 - No cash at any shows - Need to get systems set up for souvies and tickets
 - Confirm Amanda has a storage unit key. If not, use the new set.
 - Order medal. Collect this number from unit check-in at Premiere
 - Becci to ask Brian Johnson for Joels info to order medals
 - Becci to load the floor, etc. in her truck. Will ask for help the night before. Confirm Amanda will take the sound equipment in her van for Premiere.
- Review Action items
 - Need to confirm classification of units
 - Irondale and Minnetonka are changing classes.
 - Help LaCrosse with CS - completed
 - Review SafeSport for board members - Jared
 - Do not think it's necessary for all board members to complete this.
 - Confirm BMI fee has been paid - Jessie
 - Needed to reset password in order to pay fee and once that's done then it'll be paid.
 - Eventbrite pages and confirmation of ticket pricing - confirmed
 - Confirm cashless option - confirmed
 - Confirm mask policy for each host school - confirmed
 - Finalize judges - confirmed
 - Send final list of registered units to Becci - confirmed
 - Send a reminder email of form submission - confirmed
 - Send unit invoices - confirmed
 - Bank account - confirmed
 - Send confirmed participants to Wil for badge order - confirmed
 - Confirm pay rate for sound engineer - confirmed
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New Business

- La Crosse/La Crosse Stars Angel Fund application
 - Reviewed the application and discussed the situation. As a Wisconsin group with 2 units, we look at this as a return on investment to our circuit and to help grow that area with more units. **Wil motions to award LaCrosse Stars \$400 from the Angel fund. Jessi seconds. Board votes in favor to award them the Angel fund in the amount of \$400.**



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- Live streaming at shows - Consider doing it for Premiere. Becci will coordinate and let the board know her needs to make this happen.
- Contingency plan for show cancellations discussion - determine an on-call system for judges if they get sick or travel disruptions. The board will support and stay in contact with host schools if there are any issues with show cancellations, issues with outbreaks and contact tracing.

Action Items

- Contact LaCrosse regarding the Angel Fund - Jessie
- Premiere live streaming - Becci
- Update Irondale, Minnetonka classification - Jessi
- Confirm who will be picking up sound equipment - Becci
- Reach out to board for equipment loading before Premiere - Becci
- Connect with Brian Johnson/Joel Johnson to order medals - Becci
- Collect unit numbers for medal orders - Jessi
- Create QR codes for program and ticket purchase - Wil
- Confirm Amanda has a storage unit key. If not, use the new set - Becci
- Schedule sound engineers - Becci
- Connect with units who still need to submit documents - Jessi
- Director update to include what to expect - Jessi/Wil
- Update website with Eventbrite links - Jessi/Wil
- Update website with participating units - Jessi

Meeting Close

Wil motions to end at 7:43pm, Becci seconds. Meeting adjourned.