

**OREGON GYMNASTICS ACADEMY  
BOARD MEETING MINUTES  
October 19, 2017**

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF THE OREGON GYMNASTICS ACADEMY held on October 19, 2017 AT THE HILTON GARDEN INN, BEAVERTON, AT 6:00 PM.

**Attendees:**

Board Members Present	Ryan Huffstetler, Karol Anderson, Christy Clasey, Ann Marie Caplan, Sunny Plush, Elisha Burns
Board Members Absent	Kylan Pimley
OGA Staff Present	Lisa Havelind, Executive Director
Guests Present	None

**Call to Order**

The meeting was called to order by President Ryan Huffstetler at 6:07 p.m. upon establishment of a quorum.

**Approval of Minutes**

Minutes from August, 2017 meeting reviewed. Motion to approve Christy Clasey motion. Ann Marie Caplan seconds. All in favor, Minutes approved as submitted

**Director's Report**

**Finance**

- Lisa Havelind presented YTD Financial Results

**YTD Results**

	Revenue	Expenses	Net Income
2017 YTD	\$1,657,609	\$1,498,190	\$159,419

**Operations**

- Budget development in process
- Lease signed (OGA will pay up front for TI's)
- Interviewing contractors for office renovation
- BOD meeting date changes:
  - December board meeting (21st)
  - January Finance Meeting to 1/11

**BOD Policy Review**

- Harassment
- Injury, illness and reduced tuition policy
- Re-application to gym policy
- Team Tuition Policy (Competitive Programs Enrollment Policy)
- Enrollment Policy (Recreation Programs Enrollment Policy)
- Illness Policy
- Misconduct Prevention Policy

**Motion to approve all policy revisions by Christy Clasey. Second by Elisha Burns. All in favor, policy revisions approved.**

## New Business

### Capital Expense Request

- Gym phone system old and outdated. Would be IP phones.
- Equipment – floor carpet and form, mats, vault spring boards.
  - Motion to approve by Elisha **Burns**. **Second by Ann Marie Caplan**. **All in favor, motion approved.**

Board of Directors Meeting adjourned at 7:31pm

Respectfully recorded on October 19, 2017 by Karol Anderson, Secretary, Oregon Gymnastics Academy Board of Directors