

**BOARD MEETING MINUTES
PERHAM AREA YOUTH FITNESS ACADEMY**

December 21, 2022

- I. Call to Order
 - a. Called to order by at 5:30 p.m. by Joe Foltz, Vice President

- II. Roll Call
 - a. Board Members Present: Joe Foltz, Larry Myers, Nate Chesley, Ryan Reuter, Rebecca Scaper, and Angela Sonsalla
 - b. Absent: No President – currently vacant due to recent resignation
 - c. Others Present: Sith, Gary Schander, and Paula Mickelson

- III. Reading and Approval of Minutes from :
 - a. November 16, 2022 Meeting
 1. Motion to Approve by Joe ; 2nd by Ryan; Motion carried.

- IV. Presentation of Reports
 - a. Director’s Report/update (Sith)
 1. Motion to Approve by Joe ; 2nd by Larry; Motion carried.
 - b. Treasurer’s Reports (Rebecca)
 1. Profit and Loss Statement – November 2022 and Balance Sheet – November 30, 2022
 2. Motion to Approve by Nate; 2nd by Ryan; Motion carried.
 3. Motion for Rebecca to train Liza to enter data into QuickBooks. This will assist with Profit and Loss Statement and will serve to streamline the recordkeeping so that we can more easily access daily balance in the account. Motion to Approve by Joe ; 2nd by Larry; Motion carried.
 4. Rebecca provided tough draft for 2023 budget. Discussed and determined to be a good start but it is not yet a final approved budget
 - c. Booster Club Liaison Update (Larry)
 1. Discussion about possibly holding USAG meets at PAYFA Facility. Discussion is ongoing
 2. High School will be taking over both duties and expenses of lawn care and irrigation

- V. Old Business
 - a. Discussion re: PAYFA Board
 1. New Board members – how many are required and who shall we ask?
 2. Fill vacant offices – voting for officers in the current year
 - b. Gaming program discussion
 1. Gambling license status
 - c. Formation of Committees under Board

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Motion to Approve committees made by Nate to create committees, 2nd by Larry – motion carried

Committees will be a minimum of three (3) people on each committee; It is up to the chairperson to determine if there should be more members on the respective committee; Every chairperson shall be a PAYFA Board member; The Chairperson of each committee will provide a brief report at each PAYFA board member meeting.

The following committees are hereby formed pursuant to the motion:

1. Finance Committee
 - a. Chairperson: Rebecca Scaper
2. HR/Personnel Committee
 - a. Chairperson: Tabled until next meeting; Nate will speak with ProResources to get more information about what they can offer us as far as HR management goes
3. Facility Committee
 - a. Chairperson: Joe Foltz
4. Curriculum/Programming Committee
 - a. Chairperson: Ryan Reuter
- d. Board member officers
 1. Rename officer positions?
 2. We need a president/CEO, in particular
 3. Motion made to delay electing new officers for a few months until we get more answers on gaming. Maintain all officers in their current positions until the vote can take place. Motion to Approve by Ryan, 2nd by Joe, Motion carried
- e. Non-Profit status (Nate):
 1. Form 1023 has been filed with IRS
 2. We can officially operate as a 501(c)(3) retroactively back to 9/25/2020
- f. 2023 Budget
 1. Ongoing discussion – see motion referenced under Treasurer’s Report section of minutes
- g. Rec. Director
 1. No discussion – tabled
- h. Gambling license status
 1. Nate spoke with Keisha who does gaming for Perham athletics; She said that gaming is very part-time and only about four (4) hours per week

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2. Nate will have a meeting with Nancy Lee within the next two weeks to get more information since we have received very different information from different people about what to expect for gaming and what our needs will be regarding a gambling manager.
 - i. New Board members (we need 15 for gaming license)
 1. Issue was tabled until the next meeting until we learn what Nate has found out from Nancy Lee.; That information is pertinent because it will help the Bord determine how large the board has to be and when a larger board must be in place to satisfy the gaming requirements.
 - j. PAYFA Business/Administration Manager
- VI. New Business
- a. Discussion about defining goals of PAYFA and Booster boards
 1. Not discussed
 - b. Discussion about defining the duties of an Executive Director
 1. Not discussed
 - c. Ryan Reuter discussed the idea of a golf tournament in the fall where the prize money will go to other nonprofits; further discussion at later date
 - d. Discussion of meetings to be open to public
 1. Motion by Ryan, 2nd by Larry, Motion carried for the following:
 - i. All future board meetings will be closed to the public except for up to ten (10) minutes in the beginning of each meeting, after the meeting is called and roll call is taken, each member of the public has up to 2.5 minutes per person to make comments; No responses from the board and no questions will be taken by the board;
 - e. 2023 wages
 1. Motion by Joe, 2nd by Larry - Motion carried for:
 - i. 4% raise for 2023 for Sith and Liza; we may review wages again later in the year or may discuss possible bonus later in the year
 - f. Ninja Warrior equipment
 1. General discussion- further details needed to determine when the equipment will be installed and to implement programming regarding that equipment
 - g. Motion by Angela, 2nd by Ryan, Motion Carried- to pay Adam \$1,100.00: \$500.00 for his fees regarding the 501(c)(3) application and \$600 to reimburse him for the filing fee for the 501(c)(3) application

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- VII. Questions and Discussion: NONE
- VIII. Meetings will be Third Wednesday of **every** Month
 - Next Meeting Date: January 11, 2022 @ 5:30 PM
 - Location: **PAYFA Gymnasium Conference Room**
- IX. Adjournment
 - a. Motion to Adjourn by Nate; 2nd by Angela; Motion Carried
 - b. Meeting Adjourned

I hereby attest and swear, by my signature below, that these Minutes were approved by motion and acceptance of the board at a regular board meeting on the 11th day of January, 2023.



Angela Sonsalla,
PAYFA Board Secretary