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Board of Directors Meeting Minutes Wednesday, April 27, 2016

Members Present:

Andre Hutson, Mohamed Elnabity, Aaron Pumfery, Alex Coss, Sarah Sackrider, Graham Filler, Julie Tadgerson, Alan Haller and Toni Thomas.

Staff Present:

Russ Cunningham

I. Welcome

- a. Andre Hutson, President, welcomed the Board and the meeting commenced at 11:43 am.

II. Establish Quorum

ACTION

- a. Motion by Alex Coss
- b. Second by Aaron Pumfery

III. Approval of January 26, 2016 Board of Director Minutes

ACTION

- a. Motion by Julie Tadgerson
- b. Second by Toni Thomas

IV. President Update

a. Financial Report

As of April 22, 2016, the Conquest Health and Fitness Foundation (CHFF) has a balance of \$24,893.68 in the bank account. We currently have \$3,535.00 in account receivables for outstanding balances owed from the Bowling with Champions event. An overview of our Profit and Loss Standard shows everything that we have done to date and includes all in-kind donations. Alex Coss, Treasurer, verifies all deposits and checks to ensure accurate accounting and supporting documentation is always available for all Board members to review upon request.

b. Director and Officer's Liability Insurance

At our previous meeting, we discussed obtaining quotes from companies offering liability insurance. Russ has secured a policy that will provide coverage for all Board of Directors beginning on May 1, 2016, and will also be looking into what options are available for general liability coverage for events, programs, etc., and also what policies may be available to purchase for the day(s) of specific events and/or programs.



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c. Andre Hutson's Bowling with Champions

This event was a great success! A special thank-you to our Chair, Nichole Tilma, for her leadership, Director Aaron Pumfery with Edge Partnerships for the great work designing all of our banners, programs, flyers, etc., our Champions, sponsors, and volunteers! It was not necessary to spend any money on marketing/TV coverage this year and Jackson National provided the printing services again. The great items in the live auction added greatly to the success of the fundraiser and we will continue to include this feature to the annual event!

The event brought in a total of \$43,852.00 in revenue with \$14,311.89 in expenses which resulted in a net of \$29,540.11.

d. Board Roster

There are some Director positions that will have expiring terms of office this year and Andre will be looking to ensure that these vacancies are filled. After stepping down as the CHFF interim Executive Director, Nichole Tilma has expressed an interest in continuing to be involved with the CHFF and possesses skills and knowledge that will be a benefit. The Board agreed that Nichole would be an asset to the CHFF as a Board member and were unable to identify any potential conflicts of interest. A vote by the Board will be required to elect Directors by majority vote to fill expiring terms.

V. Executive Director Report

Russ will e-mail the Board updates on each of the following programs and will look into providing a monthly update as well.

a. Golf – Quest4Golf, Golf FORE Kids, Conquest84

- The Quest4Golf pilot program which provides a unique opportunity for golfers to receive tailored training has had a slow launch thus far due to timing, pricing of \$1495.00, and conflicts with leagues. The blueprint and resources are in place so Russ will continue to promote the program and modify as necessary.
- The Golf FORE Kids program will consist of 1 hour sessions on Wednesdays/Thursdays over a 6-week period beginning on June 15, at the Woodside, Falcon, and Hawk Hollow facilities. Online registration will begin on May 1, and instructors are lined up to accommodate up to 80 participants this year with help from volunteer high-school golfers and any Board members that are interested.
- The Conquest84 fundraiser where golfers can play 84 holes of golf while raising donations will tentatively take place on September 10. Details are still being finalized.

b. Hoopsfest

We partnered with the Greater Lansing Sports Authority to provide an opportunity for students in the Lansing district to participate in an interactive basketball field



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trip where they learned about all areas of the sport and general fitness.

c. Lansing Brewing Brew Run

Playmakers provides a monthly fun run and walk in downtown Lansing and partners with a charity each month. The CHFF was the featured charity for the month of April and received \$295.00 in donations from the event.

d. ACES Day

The All Children Exercise Simultaneously (ACES) day encourages and promotes the importance of physical activity. The CHFF will be showing kids that physical activity can be fun by leading over 1000 kids from the Lansing area in various fitness activities/exercises at Michigan State University on May 4, 2016.

e. Youth Sports Summit

This family-oriented program will take place on Saturday, May 21, and there is a cost of \$5 per family. Children will be able to check out all of the local youth organizations and have a chance to win a scholarship. Russ will e-mail Board members the sponsorship packet as we are still in need of some additional vendors/sponsorships. Please forward on to any friends that may be interested in attending and/or sponsoring.

f. Future Programming

New ideas regarding future programming, events, and fundraisers are always welcome. A Frisbee/disc golf tournament was mentioned as a possible future event/fundraiser that would be family-friendly.

VI. 2016 Meeting Dates

The next scheduled meetings will take place on:

- a) September 14, 2016
- b) December 7, 2016

VII. The meeting was adjourned at 12:56 p.m.