



Board of Directors Meeting Minutes Wednesday, November 11, 2015

Members Present:

Andre Hutson, Mohamed Elnabtity, Emily Dawson, Dan Kreft, Aaron Pumfrey, Alex Coss, Sarah Sackrider, Graham Filler, Becky Goodwin, Julie Tadgeerson, Lesley Bergquist, Toni Thomas Alan Haller, and Meghan Ziehmer

Staff Present:

Nichole Tilma

I. Welcome

- a. Andre Hutson, President, welcomed the Board and the meeting commenced at 11:35 am.

II. Establish Quorum

ACTION

- a. Motion by Graham Filler
- b. Second by Aaron Pumfrey

III. Approval of August 12, 2015 Board of Director Minutes

ACTION

- a. Motion by Graham Filler
- b. Second by Alex Coss

IV. Financial Report

- a. As of September 30, 2015, the Conquest Health and Fitness Foundation (CHFF) has a balance of \$6305.70 in the bank account.
- b. An overview of our Profit and Loss Standard shows everything that we have done to date and includes all in-kind donation as well as for each event. A year end comparison was showed for 2014 verse 2015 but it was stated that this is not a true comparison. As this was considered a start-up year many items that were purchased as initial investments and can be reused.
- c. 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.

V. Executive Director Update

a. FootGolf Summary

- 1) While the weather did not cooperate, the event was a success for the first year with a total of 16 teams participating. We had a large draw of teams from St. Gerard School.
- 2) A total of \$14,500.00 in cash was brought in for the event and in kind sponsorships totaling \$10,300.00 were contributed.



15500 Chandler Road, Ste. 2 • Bath, Michigan 48808 • Phone: 517.641.4348 • www.chffoundation.com

- 3) Alex Coss donated the course at the Falcon which was unexpected but very much appreciated. Overall, it was a fabulous event with great volunteers from our youth council and a variety of churches.

b. Eastwood Towne Center Children's Halloween Event

- 1) The Children's Halloween Event at Eastwood Towne Center was a last minute decision. Nichole contacted MSU's Kinesiology Department and they donated several leftover jump ropes from another event that they hosted.
- 2) CHFF set up a table and had kids participate in an activity where they handed out certificates and then performed push-ups, sit-ups and a sit and reach and then recorded their results.
- 3) Upon completion they were able to take the certificate home to record their progress at a later date and then rather than candy they were given a jump rope. The event had 200 happy kids participate.

c. Annual Report

- 1) The annual report has been complete but needs to have the financial report information included.
- 2) Once Nichole adds this information it will be emailed out to the group.

d. Board Roster

- 1) The Board Roster has been updated with all new members' information and provided to the group as well as updated on the website.
- 2) It was brought up that Meghan Ziehmer's information was left off so that will be added then sent back out to the group.

e. Conflict of Interest Statement

- 1) Conflict of Interest Statements were brought for all board members to read and sign.
- 2) All forms were to be turned in at the completion of the meeting.

VI. President Update

a. Overview of Consultant

- 1) Andre updated the board that Matt Dugener was hired as our consultant. He was brought on to review where we've been, what we've done and develop a plan moving forward.
- 2) Andre updated the board that Matt met previously with the Executive Board to gather information and then follow up with research. He then introduced Matt to give us an overview of the Strategic plan that was developed from this meeting and his research.

b. Strategic Plan Update

- 1) Matt introduced himself and then explained the process that enabled him to put together our strategic plan.
- 2) After talking with Andre and Nichole it was decided that the focus of the CHFF would be towards our events rather than partnering with others.



15500 Chandler Road, Ste. 2 • Bath, Michigan 48808 • Phone: 517.641.4348 • www.chffoundation.com

- 3) We will work towards a business non-profit model which offers products and services in the marketplace and receives revenues in return.
- 4) Our stages of growth was discussed in that we are in the second stage which is very reactionary and that our next stage needs to be focused on our products.
- 5) The overall plan, criteria and focus was reviewed and the idea of creating something that is both scalable and repeatable was discussed.
- 6) Our products were discussed which will be; Youth Sports Summit, Golf FORE Kids, Health Assessments and then Speaking/Consulting/Collaborations.
- 7) Each of these were summarized and can be found in the strategic plan. Matt then reviewed our strategies and tactics for completing each of these focuses in detail, which can also be found in in the strategic plan.
- 8) In the end Matt concluded that we are a small organization and he has tried to stretch us to maximize resources while keeping it manageable.

c. Discussion

- 1) Andre opened the floor for discussion.
- 2) He brought up the concern of paying someone and expressed that he would like the organization to grow and would like us to do more & expand.
- 3) He feels that in order to get to where he wants CHFF to be we need someone who is paid to devote the time and resources to that.

VII. The meeting was adjourned at 1:15 p.m.