

Darlington County Gymnastics

Special Called Board Meeting

Agenda & Meeting Minutes

Date: January 8, 2025

Time: 7:00 PM

Meeting Called to Order: 7:21 PM

Location: Golden Dragon, Hartsville, South Carolina

(Originally scheduled for 222 Swift Creek Road, Hartsville, SC 29550)

1. Call to Order

- Meeting called to order at **7:21 PM**.

2. Welcome and Introductions

- Board members present.

3. Verification of Quorum

- **All board members present (3 of 3):**
 - Cattell
 - Richardson
 - Love
- Quorum confirmed.

4. Executive Director's Report

- Executive Director **Ashleigh Richardson** reported on organizational updates:

- Grant application submitted for **T-shirts for the Lucky Charm Meet**.
 - Application submitted for **nonprofit sales tax exemption**.
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5. Financial Reports

- Discussion regarding compensation structure for Ashleigh Richardson.
 - Original plan listed combined title of **Executive Director / CFO / President**.
 - To avoid conflict of interest:
 - Salary reclassified as **Coach's Salary**.
 - Board agreed to retain title **Executive Director** for board/director role.
 - Accountant recommended coach's salary of **\$30,000 annually**.
 - Salary structured so payment occurs only if funds are available.
 - **Motion:** Approve coach's salary of \$30,000 annually.
 - **Motion approved**.
 - Financial discussion concluded at **7:25 PM**.
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6. New Business

A. Programs, Partnerships, and Policy Discussion

- Discussion on committee development and organizational growth.
- Ashleigh Richardson has been in conversation with **Brianna Douglas** regarding the **Byerly Foundation**.
- Exploring opportunities tied to **youth sports partnerships**.

B. Chamber of Commerce & Community Partnerships

- Recommendation made to join the **Chamber of Commerce** to build relationships with:
 - Kiwanis Club
 - Other civic and community organizations
- Board agreed this would open valuable networking and fundraising opportunities.

C. DCG Proposals & Presentations

- Future proposals submitted to DCG will be presented in a **formal presentation format**.
- Existing gymnastics center parcel programs already exist; focus will be on **marketing and alignment with DCG**.

D. Business License & Registration

- DCG will require a **separate business license** as a program operating within **222 Swift Creek Road**.
- Goal established to transition all registrations to **DCG by February**.
- Recommendation to complete all business-related setup by **February 1, 2025**.

E. Financial & Chamber Considerations

- Ideal annual projection for DCG income is **\$0**, consistent with nonprofit operations.
- Treasurer will coordinate financial discussions with **Alicia**.
- Chamber membership logistics to be handled later with **Murphy**.

7. Fundraising and Grants

- Discussion of fundraising through grants and partnerships.
- Examples included:

- **Lions Club** hosting a spaghetti dinner benefiting DCG.
 - **Sarah Collins** coordinating a **Groucho's Spirit Night** for February.
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8. Committee Development

- Board approved formation of two committees:
 1. **Fundraising & Grants Committee**
 - Chair: Richardson
 2. **Partnership Committee**
 - Members: Cattell and Love
 - Committees will consist of **board members only** at this time.
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9. Open Forum / Discussion

- Discussion regarding a grant-writing service recommended by the organization's attorney:
 - Cost: **\$2,000**
 - Guaranteed grant amount exceeding \$2,000
- Concerns raised:
 - Specificity of grant use
 - Reusability of grant applications
- **Decision:** Board agreed to hold off for now and explore other grant and partnership opportunities (e.g., Rihanna, Lions Club).
- Payment processing discussion:

- Debbie is working to separate payment systems.
 - Bank contacted about obtaining a second card reader for DCG.
 - May temporarily return to using two separate envelopes if needed.
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10. Announcements and Next Steps

- Need to schedule **2026 board meeting dates** for website posting.
 - Immediate priority is scheduling the next quarterly meeting.
 - Thursdays preferred.
 - **Next Board Meeting Scheduled:**
 - **February 26, 2025**
 - **7:00 PM**
 - Calendar invite to be sent.
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11. Adjournment

- Meeting adjourned at **7:41 PM**.