

American Gymnastics Institute  
Booster Club

Policies 2008/2009 Competition Season

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## 1) 2008/2009 AGIBC Board Members

### Executive Board

President.....Lynn Sickles  
2007/2009

Vice- President.....Lori Barthlow  
2007/2009

Treasurer .....Karen Boehm  
2008/2010

Secretary.....Cathy Sulkowski  
2008/2009

### Other Board Members

Boys Travel Coordinator.....Curt Danielewicz  
2008/2009

Girls Travel Coordinator.....Julie Verstraete  
2008/2009

Communications.....Garnett Payne  
2008/2009

Girls Team Representative.....	Level 2:	Lynndie Rawling
2008/2009	Level 4:	Kristine Kource
	Level 5/6:	Sharon Ostrowski
	Levels 7-9	Mandy Benacquisto

Boys Team Representative..... Stacy Brege  
2008/2009

## **2) AGIBC General Membership Meeting Schedule**

All Membership meetings will be held during the second week of the month. There will be a minimum of 5 days notice if possible, given prior to any change in the meeting schedule. Nominations for vacant Board Member positions will be in May and voting for those positions will take place in June. All information will be given during regular Membership meetings.

### **3) Conditions for Membership in the Competition Team Program**

**A:** In order to compete on any of the American Gymnastics Institute (AGI) Teams the gymnast's family must be a member in good standing of the American Gymnastics Institute Booster Club (AGIBC).

**B:** "Good Standing" requires that all financial obligations toward the AGIBC have been satisfied and there have been no infractions of the rules by the members and/or gymnast.

**C:** Member considered not in "Good Standing" will not be eligible to vote on membership issues.

**D:** If a gymnast's family is not a member in "Good Standing" due to financial obligations, the Treasurer shall notify the family in writing 48 hours in advance of the designated team registration deadline. At this point, the registration and the meet related fees associated with that competition become the direct responsibility of the gymnast's family.

#### **4) Competition Team Booster Club Fees**

**A:** Booster Club fees are to be met in (4) equal installments during the season and are considered as General Fund requirements. Booster Club fees will be collected on the following dates: 1) **September 15th** 2) **October 15th** 3) **November 15th** 4) **February 15<sup>th</sup>**. Checks shall be made payable to AGIBC, to cover amount due. No cash. Checks only.

**B:** Booster Club fees are computed based on the gymnasts' status as determined by the coaching staff of AGI as of September 1<sup>st</sup>, prior to the upcoming competitive season. Total booster club fees divided by (4), less current accumulated dollars in the Gymnast Account (see section #5). Fees may be adjusted in the event a gymnast moves to another level during the season, if applicable.

**C:** A budget will be developed based on a proposed meet schedule provided to AGIBC by the coaching staff of AGI. These budgets will be based on the number of meets and estimated coaching expenses including travel and lodging.

**D:** Budgets shall also include estimated operating expenses of the AGIBC.

**E.** Budgets shall also include an annual contribution to offset the expenses of sponsoring qualifying gymnasts for regional and/or national competition as determined by the membership.

**F:** Refer to the 2008/2009 Budget for fees by level.

**G:** Any gymnast entering the competitive season already in progress will have their fees prorated based on expenses of the balance of the competition season including any administrative fees.

**H:** Families of gymnasts that are unable to compete due to injury or illness are still required to meet their financial obligations.

## **6) AGIBC Fundraising Guidelines and Benefits**

**A:** Fundraising is highly encouraged. All fundraising activities must be reviewed and approved by the AGIBC Board. Fundraisers that require cash deposits will require approval of the Executive Board.

**B:** Profits from fundraisers without shares such as: Entertainment Books, Palace, Restaurants, Picture Frames, Candles, etc. will be divided up as follows:

- 1% to the General Fund to offset the cost of insurance.
- 1% of all profits go directly to the individual chairing the fundraiser.
- Remaining profits will go to the individuals who participated in the fundraiser.

**C:** Profits from fundraisers with shares such as golf outing, bowl-a-thon, Texas Hold'em, Euchre, Fun Meet, etc. will be divided up as follows:

- 1% to the General Fund
- Every Fundraising Member will receive (1) share for specified donation amount for prizes (golf and bowling).
- Every Fundraising Member will receive (1) share for every hour worked. (Does not include solicitation for donations).
- Every Fundraising Member will receive (1) share for every participant that you sign up.
- Every Fundraising Member who brings participants will receive that fundraisers allocated amount per participant.

**D:** A report detailing expenses and disbursements of fundraisers shall be provided to the General Membership meeting following the fundraiser by the chairperson.

## 5) Gymnast Accounts

**A:** Monies earned through approved AGIBC fundraisers shall be deposited into AGIBC Individual Gymnast Accounts.

**B:** Once a family's competition fee requirement has been met, additional funds will be accumulated into the Gymnast Account.

**C:** Gymnast account balances can be used solely for qualified gymnasts expenses (**SEE SECTION #8**). These monies cannot be distributed directly to the gymnast without above mentioned qualified expense. Reimbursements will be made only after all financial obligations, to include tuition, to AGI have been met.

**D:** Monies remaining in a gymnasts account can be carried over to the next competition season to cover competition fees.

**E:** In the event that a gymnast leaves AGI, or is no longer a member of the AGIBC, any monies remaining in the gymnast's account will remain in the AGIBC General Fund.

## **7) Coaches Fees and Meet Related Expenses**

**A:** The AGIBC will pay for the coach's travel, meals, lodging, and incidental expenses for all USA Gymnastic meets. Expenses will be reimbursed based on the lesser of actual expenses or travel allowance guidelines published by the Treasurer of the AGIBC.

**B:** The coaches requesting travel arrangements or reimbursement are required to submit a travel request form.

**C:** The AGIBC Travel Coordinator will give all gymnasts and coaches information for travel arrangements. This includes transportation, hotel, etc. Once the meet has occurred, the coach shall submit an expense report summarizing all expenses and provide receipts (including coach's fees) and request reimbursement. Each family is responsible for making their own final arrangements.

## 8) Qualified Gymnasts Expenses

**A:** The following expenses are approved for reimbursement through the AGIBC where applicable.

- 1) Any member requesting reimbursement must submit a travel reimbursement form with original receipts to the Travel coordinator who will review it and forward it to the Treasurer for reimbursement.
- 2) Gymnastics attire used in competition such as leotards, warm-up leotards, warm-up suits, etc. Team leotards & apparel are to be worn only when a gymnast is representing the team at approved functions or competitions. Practice leos are not reimbursable.
- 3) Meet fees, camps, clinics or private sessions.
- 4) Hotel fees for approved competitions, camps, or clinics. Receipts are required.
- 5) Travel expenses including mileage and airfare to approved competitions, camps, or clinics. Receipts are required. Families who choose to drive to a fly-away meet may be reimbursed for mileage up to the cost of an average airfare, which ever is less. If airfare is reimbursed, only competing gymnast's tickets are considered a qualified expense. The mileage rate is set each July 1<sup>st</sup>, using current federal guidelines.
- 6) Personal gymnastic equipment used in a **competition** such as: grips, supports, wristbands, tape, wrap, chalk, etc. Receipts are required.
- 7) All other expenses not listed above will require written approval of the AGIBC Executive Board.

## **9) AGIBC Property**

**A:** The Vice President shall be responsible for keeping an accurate, current inventory of all AGIBC property.

**B:** AGIBC property will be stored in a safe organized manner that is readily available.

**C:** With Executive Board approval the Vice President will distribute needed supplies to the individual chairing the fundraiser. All unused items will be returned back to the Vice President for inventory and storage.

**D:** Any donated items to the AGIBC will be turned over to the Vice President who will inventory and store said items.