



# HARD Board of Director Monthly Meeting Minutes From February 9th 2023, 6:00pm

Location: Satchmo's BBQ, 2320 N Fourth St, Flagstaff Az 86004

## Meeting is Called to order: ~6:25pm

Facilitated and Recorded by Ashley Stump (Vivien Slaya), Secretary

## In Attendance:

Corryn Smith (Toxic), President  
Alicia Formanack (Mini Fridge), Vice President  
Ashley Stump (Vivien Slaya), Secretary  
Monique Belanger, (Mo-U-Down) Treasurer  
Dunya Cope (Smush), League Manager

- Public - Rose Tarquini-Cassell (Eager Beaver)
- Absent - None

## Welcome

### 1. Mission Statement Recited - Corryn Smith (Toxic)

1. **The HARD Mission :** High Altitude Roller Derby is committed to sustaining roller derby in Flagstaff by fostering athleticism, empowerment, and sportsmanship among league members and the community while benefiting and enriching organizations through our charitable donations and service. **Vision:** Home is where the HARD is. **Values:** HARD is a group of strong, motivated individuals who train hard, respect teammates, and love roller derby. We are proud to represent the roller derby athletes of Flagstaff to the State of Arizona, the United States of America, and the World!

### 2. Approval of January 2023 Minutes

2. **Motioned to Approve by :** Monique Belanger, (Mo-U-Down) , **Seconded by :** Alicia Formanack (Mini Fridge) , **All in favor :** Unanimous , **Those opposed :** None.

### 3. Call to the Public - Corryn Smith (Toxic)

3. **Public Comment :** None.

## BOD Member Updates/Action Item Follow Up

### 4. Presidents Report - Corryn Smith (Toxic)

- 1.1. Discord seems to be going well for communication purposes.
- 1.2. Contacted FUSD about key-card issues. Sunday morning's issue was finally resolved. We wrote the On-Call phone number on the back of the card just in case. Key Card Stays with the Trakzilla. We only have 1 keycard.
- 1.3. Reminder for folks to lock their vehicles and don't leave valuables in their cars at FJA. Theft occurred on 2/8/2023 to at least 2 of our skaters.
- 1.4. 2022 BOD awards have been made and are slowly being distributed
- 1.5. There have been 41 membership packets completed, 4 are volunteer only so 37 dues paying members with voting rights. Projected monthly income approximately \$1,110 – Monthly Expense varies \$450-\$500 Space.

### 5. Vice President's Report - Alicia Formanack (Mini Fridge)

- 5.1. Follow Up RE: Steering Committee Meetings which are to be held quarterly, attendees to consist of all committee heads, or designees. Action item. Complete the 1st Quarter Steering Committee Meeting Prior to April 1 2023. - POST a few options for meeting times to committee heads.
  - 5.1.1. Vacant committee head positions have posed a barrier, however Special Election Results for Vacant Positions were released on 2/9/2023, effectively filling 3 of the 4 open positions. (As Detailed under item 6 on the agenda)) WFTDA Rep Position remains open; 1 Platform statement has been received, election dates TBD.
  - 5.1.2. The Sponsorship Chair, Scary, is requesting help on her committee.
  - 5.1.3. League Members still need to be assigned to committees.
    - 5.1.3.1. Toxic to send membership Spreadsheet to Slaya, and Slaya to assign members to committees, and to create an org chart.
- 5.2. HARDs 2023 Charity of Choice has been voted in by HARDs eligible members, electing Flagstaff Shelter Services. Mini Fridge will be reaching out to them to find out how we can best support them throughout the year. Basic Ideas include; Group Volunteering, Clothing and item drives, fundraising, special promotions etc.

### 6. Secretary's Report -Ashley Stump (Vivien Slaya)

- 6.1. Motion to Change HARDs Calendar to a Google Calendar - Admin Email being the BOD Email, [highaltitudebod@gmail.com](mailto:highaltitudebod@gmail.com) Editing privileges to be given to the BOD, Head Coach, ADs and Ill. Motion by : Ashley Stump (Slaya) , Seconded by : Corryn Smith (Toxic) All in favor : Unanimous , Those opposed : None. Motion Carries.
- 6.2. BOD Emails should be filtered to FWD automatically to all BOD members. Currently Toxic has access and has to relay information/ fwd.
- 6.3. ( Action Item, Toxic to provide BOD email access to Slaya to Set up Calendar)
- 6.4. Slaya to set up Calendar and set up email filters to fwd messages automatically (as provided).
- 6.5. Slaya to give access to the HARD Dropbox to be given to BOD Members
- 6.6. Annual City of Flagstaff business paperwork may need to be updated.

### 7. Monique Belanger, (Mo-U-Down), Treasurer

- 7.1. Account Balances (Total: \$24,133.05)
  - 7.1.1. League \$15,991.25
  - 7.1.2. Starlets \$547.47
  - 7.1.3. Supernovas: \$100.02
  - 7.1.4. 60-month Certificate \$8,849.31
- 7.2. WFTDA Insurance Due before the end of February Toxic and Mo to handle
- 7.3. Tax Season is coming soon, and will need End of Year Account summaries through 12/31/2022 to complete. Need to confirm completion of 2020 and 2021 returns.

## 8. Dunya Cope (Smush), League Manager

- 8.1. Messaged the league via Discord to communicate, remind, clarify her role to the new members. Would like to find ways to support her committees, with special focus on assisting Jess Reckless in building league culture and camaraderie by researching and putting to action league bonding events and activities.
- 8.2. Will be creating forms to assist in decision making for dates of the events.

## Agenda Items

### 4. Board Recognized Members - Thank you for going above and beyond!

- 4.1. Code Talker : For jumping right back into coaching after a hiatus, and providing a fresh and fun perspective.
- 4.2. Jess Reckless : For putting so much time and thought into league bonding activities, and for being proactive in making contact with Kinsey for practice space.
- 4.3. Scary and Squash : For being proactive in the appropriate NAU channels to start building the relationship with rec and event coordination in an attempt to gain access to the field house/any approved skating Venue.

### 5. Results from Vacancy Elections - Toxic

- 1. Board of Directors
  - 1.1. Secretary: High Altitude Roller Derby members voted in favor for Ashley Stump (Slaya) to serve as League Secretary for the 2023 Season
- 2. Committee Heads:
  - 2.1. League Records Administrator: High Altitude Roller Derby members voted in favor for Kalvina Belin (Mean Jean) to serve as League Records Administrator for the 2023 Season
  - 2.2. League Financial Officer: High Altitude Roller Derby members voted in favor for Ellie Lincoln (Oxford Coma) to serve as League Financial Administrator for the 2023 Season. Ms. Lincoln will be requested to add herself to all HARD bank accounts at One AZ Credit Union, and continue to allow Monique Belanger and Corryn Smith as names on the bank accounts.
  - 2.3. \*VACANT\* WFTDA rep: However one platform statement has been received, Election Dates TBD.

### 6. 2023 Schedule of Bouts - Mo-U-Down, Ill

1. 2/11 HOME 5pm -9pm: Full Production Scrimmage
2. 3/25 HOME TEAMS 5p-9p
3. 4/22 HOME HARD All-Stars vs. AZRD Beaters 5p-9p
4. 5/20 HOME (TBD)
5. 6/17 PHX: HARD All-Stars vs. AZRD SRP
6. 7/21-7/23 Cactus Cup Tournament - All Stars
7. Nothing is currently scheduled beyond 7/23. Recently were approved for access to the gym through December 2023, and scheduling through the 2nd ½ of the year can begin.
8. Looking to include a home c-level bout in March or early April – will need to confirm Space Availability.

## 7. Report from ADs / Head Coach - Mo/Slay

- 7.1. Fresh Meat Program
  - 7.1.1. Fine tuning process for communication between Fresh Meat Mistresses, ADs and HEad Coach to include them with assessments.
  - 7.1.2. Hard Copies of Assessment forms should be scanned and saved digitally in HARDs files, and sent to ADs, and head coach, with the originals returning to skaters.
  - 7.1.3. There is some outdated information in the FM curriculum which needs to be reviewed and updated. Head Coach to schedule with FM Mistresses, ADs prior to the next round of Fresh Meat.
  - 7.1.4. Loner Gear needs a sign out sheet, and New skaters should only be borrowing gear in the interim until they purchase their own, at which time the loner gear will be returned.
- 7.2. All Star Tryout update: ADs and Head Coach met to prepare for all Star Tryouts on 2/19. We have enough volunteers (many are former league members) confirmed for refs as well as assessors. The gym will be opened at 9am to lay track and allow skaters to independently warm up prior to 10am at which time tryouts will commence. All Star Practices will be Sundays from 12pm-1pm weekly.
  - 7.2.1. We may need a second location if we want longer or more frequent all-star practices or fresh meat, due to limited availability of the FJA Gym. (Space further discussed-See Item 13 within these minutes.) FUSD asked HARD to only keep reservations to twice a week.
    - 7.2.1.1. We have FJA - Bushmaster - Cottonwood
- 7.3. BOD requests Clarification in use of time from 9a-10a Sunday Mornings until the next round of FM commences. Coached Skills? Freeskate?
- 7.4. BOD Requests access to/ and update for HARDs Concussion Protocol. All Coaches should have basic training related to concussion awareness, prevention and resources. Flagstaff Bone and Joint used to offer baseline concussion testing, and there are online resources as well. Concussion training/ baseline testing should be made available to all members, and is highly encouraged.
- 7.5. Practice Structure was discussed and making the most out of the limited gym time we have.
- 7.6. Monthly Focus for February practices is intro to offense by focusing on the dangle. We have worked with our 3 walls and now we need to help the 4th person figure out what to do and when. When should the

dangle leave to play o, when to return? Practice communicating this and not losing the jammer while doing it. One person o rather than group o and strategic plays.Coaches and refs to keep an eye on direction / common penalties that come with this. We will continue our 3 Wall work by reforming around the O. Coaches requiring assistance with ideas for drills to reach out to ADs or Head Coach.

- 7.7. Need to continue to track practice eligibility and volunteer hours. Eligibility windows to be posted prior to entering them for upcoming bouts.

## 8. Revisit BOD Mission, Vision, Values (All)

- 8.1. Revisiting amending the vision statement from 'Home is where the HARD is' to 'Elevating Aptitude and Attitude at a Higher Altitude.'

8.1.1. **Motioned to Update HARDS Vision:** Corryn Smith (Toxic) , **Seconded by :** Dunya Cope (Smush) **All in favor :** Unanimous , **Those opposed :** None. **Motion Carries.**

## 9. 501(c)3 Update.

- 9.1. Whoop C and Hot Flash are working on/are willing to work on this.

## 10. 01/26/23 League Meeting Follow up - Toxic

- 10.1. Meeting was good, mostly to inform the league of practice and volunteer expectations, very well tended in person and virtually.
- 10.2. People Love inter Skate 928 – looking for a new 2<sup>nd</sup> home team to retire the Belladonna team name. We need to poll the league for ideas, BOD to select 3 from the list, and put it to the league to vote in a new team.

## 11. 501(c)3 Update.

- 11.1. Whoop C and Hot Flash are working on/are willing to work on this.

## 12. HQ4 Update

- 12.1. Kinsey said we can use their space – Slay will call them - Ellen Herman 773-4061.
- 12.2. Squash Mon 2/13 1115am – w the events coordinator of the NAU Fieldhouse. Dunya is going to reach out to scary and squash to assist in coordinating.
- 12.3. FJA will be demolished eventually.

## 13. Gear Buy-Back Program - Toxic.

- 14.1 We will be implementing a gear buyback program for skates and still durable gear (sans helmets

## 14. HARD Venmo - Toxic

- 14.1. There will be a HARD Business venmo starting up soon

14.1.1. There is a transaction fee of 1.9% + \$.10 (\$30.67)

14.1.1.1. If dues are to be paid through VENMO, members must pay \$31.00 to offset the fees. If members do not wish to pay the extra dollar they can pay dues through cash or check. Dues can be paid in advance.

14.1.1.2. **Motioned to Approve by :** Corryn Smith (Toxic) , **Seconded by :** Monique Balanger (Mo-U-Down) , **All in favor :** Unanimous , **Those opposed :** None.

## 15. Next Meeting(s)

15.1. High Altitude Roller Derby BOD Meeting 03/09/2023 @ 6pm @ The Cafe inside Whole Foods

15.2. Combing of the Documents 03/05/2023 1:00pm-5:00pm Location TBD

15.2.1. Annual review of our Op. Docs.

## Action Items

### ● Corryn Smith, President

- Get member spreadsheet to Slaya for committee assignments
- Toxic to set up email FWDING from BOD email to other BOD Members.
- Hold Special Election for WFTDA Rep
- WFTDA Insurance Due before the end of February Toxic and Mo to handle
- Read through Op Docs and make notes of changes you feel to be necessary to remove outdated information in an attempt to further align our policies and practices with our MVV, and current league culture.

### ● Alicia Formanack, Vice President

- Schedule steering committee meeting (SCM) with committee heads (must occur before the end of March) *Advising to have all committee heads to hold a meeting PRIOR to first SCM (Can be a zoom meeting or whatnot, just needs to happen.)*
- Charity: Mini Fridge will be reaching out to Flagstaff Shelter Services. to find out how we can best support them throughout the year.
- Poll the league for new team name ideas.
- Read through Op Docs and make notes of changes you feel to be necessary to remove outdated information in an attempt to further align our policies and practices with our MVV, and current league culture.

### ● Ashley Stump, Secretary

- Assign members to committees.
- Call Kinsey Principal for use of the gym for practices
- Change HARDs Calendar to a Google Calendar.
- Give access to the HARD Dropbox to be given to BOD Members
- Annual City of Flagstaff business paperwork may need to be updated.
- Find HARDs Concussion Protocol, and get to BOD
- Work on HARD Logo reflecting new Vision

- Read through Op Docs and make notes of changes you feel to be necessary to remove outdated information in an attempt to further align our policies and practices with our MVV, and current league culture.
- **Monique Belanger, Treasurer**
  - WFTDA Insurance Due before the end of February Toxic and Mo to handle
  - Schedule meetings with ADS and FM Mistresses to review content of FM programs, remove outdated information and update, and also to develop a system for borrowing equipment that needs to be returned to HARD. Sign out sheet? Refundable Deposit?
  - Read through Op Docs and make notes of changes you feel to be necessary to remove outdated information in an attempt to further align our policies and practices with our MVV, and current league culture.
- **Dunya Cope, League Manager**
  - Create Forms to help with Social Event Planning
  - Read through Op Docs and make notes of changes you feel to be necessary to remove outdated information in an attempt to further align our policies and practices with our MVV, and current league culture.

## Next Meeting Agenda Items

- Board Recognized Members
- Combing of the Documents Update
- Results from Vacancy Election (WFTDA)
- Changes / Updates to Schedule
- Report from ADS/ Head Coach
- Concussion Resources, Protocols and Practices
- Health and Safety Coordinator
- 501c(3) Updates
- HQ 4 Updates

# HIGH ALTITUDE ROLLER DERBY HEREBY GIVES PUBLIC NOTICE OF MONTHLY BOARD OF DIRECTORS MEETING

**Scheduled for Thursday, March 9th 2023 at 6:00pm**

**Location: The Cafe inside Whole Foods - 320 Cambridge Ln, Flagstaff, AZ 86001**

Pursuant to Arizona Statutes A.R.S. § 38 - 431.01(A) notice is hereby given to the General Public that the Governing Board of High Altitude Roller Derby will hold a regular meeting open to the public as stated below. The Governing Board reserves the right to change the order of any items on the agenda, with the exception of any public hearing. One or more members of the Governing Board may participate in the meeting by telephonic communications. If noted on the agenda below, the Board may go into Executive Session, which will not be open to the public. However, all Board decisions will be made in open public meeting. Persons with a disability may request reasonable accommodation by contacting the Board Chairperson. Requests should be made as early as possible to allow time to arrange the accommodation.

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Corryn Smith, President of the Board

## [Call to the Public Form](#) [Request For a Reasonable Accommodation](#)

Call to the Public: The Governing Board values input from parents, coaches, volunteers, and program participants at its meetings. Agenda Item: "Call to the Public" provides an opportunity for the Board to receive information or inquiries regarding items not on the agenda. The Arizona Open Meeting law permits the public to ask questions about non-agenda items, but the Board may not discuss or take action on an item not on the posted agenda. "Call to the Public" regularly occurs at the beginning of each regular Board meeting. In order to address the Board during the "Call to the Public", community members should complete a "Call to the Public" form and give it to the Secretary of the Board prior to the start of the meeting.

Public Comment on Agenda Items: Input from members of the public on an issue under discussion will be considered at the conclusion of the Board's deliberation of each agenda item and before a vote is taken on that item. Visitors who wish to address the Board on an item that is on the agenda should complete a "Call to the Public" form and give the form to the Secretary of the Board before the vote on that item so that the Board knows you wish to express an opinion on that agenda item.

Meeting Etiquette: Comments are limited to three (3) minutes per item and three (3) agenda items per meeting including the "Call to the Public". If you are with a group, please designate a spokesperson. Please turn off cell phones during the Board meetings. Courteous behavior is expected and inappropriate behavior with regards to the Board, league members or other meeting attendees is subject to forfeiture of allotted time to speak.