

Friends of Spectrum, Inc. (FoS) Board of Directors

Meeting Agenda

Tuesday, June 11, 2019, 5:30 p.m.

I. Call to Order

II. Introductions

III. Reading of the Vision and Mission Statement *(to be developed)*

IV. Conflict of Interest Check

V. Board Agenda* *(approval)*

VI. Consent Agenda *(approval)*

- A. Interim Financial Transactions (none)
- B. Important Documents and Policies (none)
- C. FoS Board Meeting Minutes (none)

VII. Ongoing Business

- A. Budget Report (none)
- B. Executive Director's Report (none)
- C. Athletic Director's Report (none)

VIII. Old Business (none)

- A. (none)

IX. New Business.

- A. Overview of history and purpose for FoS – short and long-term
- B. FoS Election of Officers
 - 1. Chair
 - 2. Vice Chair
 - 3. Secretary
 - 4. Treasurer
- C. FoS Articles of Incorporation* *(approval)*
- D. FoS Bylaws* *(approval)*
- E. Meeting Dates/Times *(approval)*
- F. Roberts Rules of Order* *(approval)*

X. Next Meeting and Future Agenda Input

- A. Bank Account
- B. Signatories
- C. Working Relationship Between Entities Discussion
- D. Logo/Letterhead
- E. Procedures for raising and using funds – Decision Matrix
- F. Narrative Description
- G. Establishing a Budget
- H. Board protocols

XI. Adjournment

Key

* = attachment included in Board meeting materials

Italicized = Action Required