



Meeting Minutes

Date: March 9, 2021

Scheduled Time: 7:00 p.m.

NOTE: Due to current health pandemic of COVID-19, the Friends of Spectrum, Inc. Board of Directors will conduct this meeting via electronic means (using Zoom) as is allowed under the auspices of Minnesota State Statutes, section 13D.021, Subdivision 1(4).

Attendance:

Member	Position	Attendance
Jessica Anacker	Member (Secretary)	Present
Dana Carlson	Member (Treasurer)	Present
Scott Gangl	Member (Vice Chair)	Present
Mary Gattis	Member	Present
Dan DeBruyn	Executive Director (Ex-Officio)	Present
Rick Peterson	Athletic/Facilities Director (Ex-Officio)	Present
Dawn Sorenson	Executive Assistant	Present

I. Call to Order

Chair Gangl called the meeting to order at 7:02 p.m.

II. Reading of Vision and Mission Statements

Noting that a proposed Vision and Mission has been submitted for consideration of approval later in the meeting.

III. Conflict of Interest Check

Chair Gangl called for any Conflict of Interest Check. None were noted.

IV. Board Agenda

Chair Gangl called for approval of the agenda.

On a motion duly made and seconded, Anacker/Gangl, the Friends of Spectrum, Inc. Board of Directors unanimously approved the March 9, 2021 agenda as presented.

V. Consent Agenda

A. Interim Financial Transactions

None

B. Important Documents and Policies

None

C. Friends of Spectrum, Inc. Board Meeting Minutes – December 8, 2020

On a motion duly made and seconded, Anacker/Gangl, the Friends of Spectrum, Inc. Board of Directors unanimously approved the Consent Agenda as presented.

VI. Ongoing Business

A. Budget Report



Mr. DeBruyn reminded the Board that the Minnesota Department of Education made significant updates to the UFARS (Uniform Financial Accounting and Reporting Standards) Manual regarding student activity account requirements about the same time that Spectrum was setting up Friends of Spectrum, Inc. He shared that the recent change requires three distinct buckets: general fund, student activity accounts, and donated monies (which will be going to FoSI).

Mr. DeBruyn then went on to explain how the UFARS coding system has been changed to provide for Student Activity Accounts for which all monies raised by students must be deposited into these student activity accounts. The funds are restricted and must have student input, along with the guidance of an advisor, as to how the money raised will be spent. As a result, it will be necessary to determine ahead of time how the money being raised will be spent and funds raised by students for an activity under Spectrum must remain with the school under School Board control as public funds. Mr. DeBruyn went on to share that there are specific procedures and documentation necessary that have been detailed within the system for which Spectrum will work to put in place.

Mr. DeBruyn went on to share that any money donated and not raised by students will go to Friends of Spectrum, Inc., which will include such things as the Sting Swing golf tournament and Sting Stride.

Mr. DeBruyn then called the Board's attention to the budget report provided in the materials for the meeting. He shared that currently there is \$12,055.84 in the FoSI account. He went on to share about the new Activities Coordinator position being hired at Spectrum. One of the responsibilities of this position will be to sort through UFARS coding for the purpose of determining which funds belong to Spectrum and which belong in Friends of Spectrum, Inc. He went on to remind the Board that Spectrum is unable to transfer funds to FoSI (since it is a nonprofit); however, FoSI may reimburse Spectrum for costs with its donated funds. Mr. DeBruyn also shared that the Activities Coordinator position will assume the responsibility for all after school activities, as well as all middle school sports. Lastly, Mr. DeBruyn stated that Mr. Peterson's position title will change from Athletic Director to Activities Director.

B. Executive Director's Report

Mr. DeBruyn shared that he provided most of the Executive Director update during the Budget Report portion of the meeting. He also stated that Spectrum's Sting Swing continues to be postponed due to the COVID-19 pandemic, but that he his meeting shortly with Kirsten Tuckey, Events Coordinator, to begin discussions of possibly holding the event in the fall of 2021. In addition, he shared that an advertisement for an additional board member on the FoSI Board will be made to the Spectrum community through the winter edition of Spectrum's HIVE magazine. The FoSI Bylaws call for board membership to be no less than 3 and no more than 15, and so the Board is in compliance regardless of filling the position.

C. Athletic Director's Report

Mr. Peterson provided a brief report for the Board. He shared that spring athletics have been pushed back three weeks due to the late start for winter athletics. Some shuffling of schedules is needed, but students and coaches are happy to have a season. He shared that the Minnesota State High School League (MSHSL) just released their rules and guidance regarding spring sports and so time and attention has been focused on making sure the school will be in compliance.

VII. Old Business

None

VIII. New Business

A. Mission/Vision

The Board reviewed a proposed draft of a possible mission and vision for the organization.



Friends of Spectrum, Inc. (FoSI)
17796 Industrial Circle NW
Elk River, Minnesota 55330

“The Vision of Friends of Spectrum, Inc. is to support high-quality education at Spectrum Middle School and Spectrum High School by creatively and enthusiastically helping to fund short and long-term financial needs.”

“The Mission of Friends of Spectrum, Inc. is to support the educational needs of Spectrum Middle School and Spectrum High School through, but not limited to, the following means:

- *Funding programs such as music, fine arts, competitive sports, and other academic enrichment opportunities;*
- *Subsidizing teachers’ classroom needs;*
- *Supporting technological and innovative advancements; and*
- *Promoting the common good through inspired philanthropy.”*

Following discussion, *on a motion duly made and seconded, Gattis/Carlson, the Friends of Spectrum, Inc. Board of Directors unanimously approved the proposed Mission and Vision as presented.*

B. Goal Setting

Mr. DeBruyn asked the Board to be thinking about possible goals for the organization that will be discussed at the next meeting. He encouraged the Board to be thinking about what kinds of fund-raising activities they would like to support.

IX. Next Meeting and Future Agenda Input

A. Next Meeting Date – *Tuesday, June 8, 2021, beginning at 5:00 p.m.*

Possible Agenda Items:

- Goal Setting

X. Adjournment

On a motion duly made and seconded, Anacker/Gattis, the Friends of Spectrum, Inc. Board of Directors unanimously adjourned the meeting at 7:41 p.m.

Board Secretary Certification – Jessica Anacker