



Meeting Minutes

Date: June 16, 2020

Scheduled Time: 6:35 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
Tina Bondy	Member (Chair)	Present
Dana Carlson	Member (Treasurer)	Absent
Scott Gangl	Member (Vice Chair)	Present
Mary Gattis	Member	Absent
Dan DeBruyn	Executive Director (Ex-Officio)	Present
Rick Peterson	Athletic/Facilities Director (Ex-Officio)	Present
Dawn Sorenson	Executive Assistant	Present

I. Call to Order

Chairperson Bondy called the meeting to order at 6:36 p.m.

II. Reading of Vision and Mission Statements

Noting that currently there is not a Vision and Mission for Friends of Spectrum, Inc. (outside of the purposes defined in the bylaws and articles of incorporation), the Board will be developing them in the future, which will be read at the beginning of each meeting.

III. Conflict of Interest Check

Chairperson Bondy called for any Conflict of Interest Check. None were noted.

IV. Board Agenda

Chairperson Bondy 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 June 16, 2020 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 – January 14, 2020

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

VI. Ongoing Business



A. Budget Report

Mr. DeBruyn shared that he asked Amy White, Business Assistant, to complete an analysis of fundraising funds to be transferred from Spectrum to Friends of Spectrum, Inc. He stated that there is approximately \$36,870 in athletic funds, and approximately \$7,800 in other funds, such as National Honor Society, Prom, etc., for a total of approximately \$45,000 that will be transferred after July 1, 2020. He will be working with Nick Taintor to finalize the amounts and determine the best time and process for transferring the funds. It is planned that the funds will be transferred all at one time and utilizing only one check. Once transferred, Ms. White will disburse the funds within the Friends of Spectrum, Inc. account exactly as the funds are currently parsed within the Spectrum account ensuring that the funds remain with the respective sport and/or activity for which they have been raised.

Next, Mr. DeBruyn stated that a Credit Card and/or Bank Card for the Friends of Spectrum, Inc. account is currently in process of being secured and will be used to make purchases from respective funds. He stated that it will be in place in time for athletics to make purchases for fall sport's and that Mr. Peterson will be working closely with Ms. White ahead of making purchases to ensure that the correct account is debited. Checks are currently available for FoSI to make purchases and provide reimbursements as well.

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 has been postponed until spring of 2021 due to the COVID-19 pandemic.

C. Athletic Director's Report

Mr. Peterson provided a brief report for the Board. He stated, as noted previously, that purchasing and planning for fall sports begins in the summer, and that he will working closely with Ms. White regarding athletic purchases. He went on to state that he has held several meetings with coaching staff to explain Friends of Spectrum, Inc. (FoSI) vs. Spectrum, and how purchasing will be handled moving forward. He noted that most everyone is understanding why the FoSI entity has been created, which allows for more flexibility with athletic and activity purchases. He also highlighted that baseball is currently in the negative, but will be balancing the account before any further purchasing.

VII. Old Business

None

VIII. New Business

A. Sting Swing Update

Mr. DeBruyn provided the update during his Executive Director's report.

B. Friends of Spectrum, Inc. Board Member Vacancy

Ms. Bondy shared that she and her family are relocating out-of-state and therefore she will no longer be able to continue serving as a Board member of the Friends of Spectrum, Inc. The Board thanked her for her dedicated service and assistance with getting the entity up and running, and that they will be forever grateful.

The Board then went on to discuss how to go about soliciting candidates for consideration of service on the Board. Ms. Sorenson shared the FoSI Bylaws, noting that whoever is chosen will serve as a member-elect until they are formally seated at an annual meeting, which is to be conducted in either September, October, November, or December. Following discussion, the Board asked Mr. DeBruyn to put out a general call for candidates to the Spectrum community regarding the opportunity.



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

C. Set Annual Meeting Date/Time

As noted in the previous discussion, the FoSI Bylaws call for an Annual Meeting to be held in either September, October, November, or December. Following discussion, the FoSI Board decided on Tuesday, December 8, 2020, beginning at 6:30 p.m., as the date/time to hold its FY21 Annual Meeting.

IX. Next Meeting and Future Agenda Input

A. Next Meeting Date – **Tuesday, December 8, 2020, beginning at 6:30 p.m.**

Possible Agenda Items:

- Selection and Seating of New Board Member
- FY21 Officer Election
- Budget Reports
- Vision and Mission discussion

X. Adjournment

On a motion duly made and seconded, Bondy/Annacker, the Friends of Spectrum, Inc. Board of Directors unanimously adjourned the meeting at 7:06 p.m.

Board Secretary Certification – Jessica Anacker