

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

Meeting Agenda

Tuesday, September 10, 2019, 6:30 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. FoSI Board Meeting Minutes
 - July 23, 2019* *(approval)*

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. FoSI Draft Board Protocols* *(approval)*
- B. FoSI Draft Conflict of Interest Policy* *(approval)*
- C. Amended FoSI Bylaws* *(approval)*
- D. Initial Board Member Terms -- 1/3 – 3yr (2022); 1/3 – 2yr (2021); 1/3 – 1yr (2020) *(approval)*
 - 1. Tina Bondy – term ending:
 - 2. Jessica Anacker – term ending:
 - 3. Dana Carlson – term ending:
 - 4. MaryGattis – term ending:
 - 5. Scott Gangl – term ending:
- E. Form 1023, Supplemental Information for form 1023, and Form 2848 *(information)*
- F. Procedures for Expending Funds *(discussion)*
- G. Official Financial Software of FoSI – QuickBooks *(approval)*
- H. FoSI Bank Determination (U.S. Bank) and Signatories *(approval)*
 - 1. Tina Bondy, FoSI Board Chair
 - 2. Dana Carlson, FoSI Treasurer
 - 3. Dan DeBruyn, Spectrum Executive Director
 - 4. Rick Peterson, Spectrum Athletic Director
 - 5. Seth Mills, Spectrum Activities Director
- I. Next Steps (discussion)

X. Next Meeting and Future Agenda Input

- A. Working Relationship Between Entities Discussion/Delegation of Authority
- B. Logo/Letterhead

XI. Adjournment

Key

* = attachment included in Board meeting materials

Italicized = Action Required