



# 📅 Board of Directors Event

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📅 **Wed, Mar 9 2022**

8:00am-10:00am PST

📍 **Location**

Location TBD

📺 **Remote Conference**

Remote Conference Info TBD

## Meeting Agenda

8:00am (15 min)

### I. ESTABLISH QUORUM

8:15am

### II. REVIEW & APPROVAL OF MINUTES

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👤 *Donna Davies*

📎 [FY18 Financial Audit.pdf](#)

(5 min)

#### A. Agenda Item I (Discuss)

👤 *Winn Demo*

(5 min)

#### B. Agenda Item II (Decide)

📎 [Governance Committee Meeting 2022-09-28.pdf](#)

8:25am (60 min)

### III. DISCUSSION & ACTION (Discuss)

#### A. Another Item

📎 [Fundraising Plan.pdf](#)

📎 [Organizational Chart.pdf](#)

#### B. another item (Discuss, Inform)

👤 *Staff Admin*

📎 [Conflict of Interest Form.pdf](#)

#### C. Sub item (Discuss)

👤 *Donna Davies, Winn Demo*

9:25am (20 min)

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# Board of Directors Event

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## IV. OTHER BUSINESS

9:45am (5 min)

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## V. ADJOURN

## FY18 Financial Audit



A Sample Non-profit Corporation



# Governance Committee Meeting

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 **Wed, Sep 28 2022**

10:00am-12:00pm CDT

## Meeting Agenda

10:00am (20 min)

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I. Establish quorum

- A. Agenda I
- B. Agenda Item 2

10:20am (20 min)

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II. Review & approval of minutes

- A. Agenda Item 1 (Inform)
  -  *Carol Clark*
  -  [BoardSpot Fact Sheet.pdf](#)

10:40am (20 min)

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III. Discussion & action

- A. Agenda Item 1
- B. Agenda 2 (Discuss, Decide)

11:00am (2 min)

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IV. Other business

11:02am (1 min)

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V. Adjourn

## BoardSpot is an online board portal built to facilitate the management of nonprofit committees, meetings and documents in a single location.

### Meetings

Collect RSVPs, track attendance and automatically sync calendars across all devices.

### Members

Organize unlimited board, staff, and guest members into a simple directory with easy to change permissions.

### Committees

Leverage unlimited committees to quickly connect members and share documents.

### Votes

Easily record votes, control the presentation of results, and set deadlines.

### Security

Store board documents exclusively on encrypted servers and transmit them across secure connections.

### Documents

Provide members with instant access to the board's most important documents.

“

Using a board portal for our Board of Trustees did not seem possible due to cost until I found BoardSpot. BoardSpot provides a simple design providing easy access to items most pertinent to board members. The customer service is superb... I highly recommend BoardSpot.

Jason Thompson  
San Francisco Conservatory of Music

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### Essential \$55/month

The best all-in-one board portal for small organizations.

#### Includes

- ✓ Unlimited Users
- ✓ Member Directory
- ✓ Meeting RSVP
- ✓ Calendar Integration
- ✓ Attendance Tracking

### Standard \$195/month

Scale up your board governance with tools that enhance performance.

#### Includes

- ✓ All Essential Features
- ✓ Attendance Reports
- ✓ Committee Admins
- ✓ Private Committees
- ✓ Voting

### Enterprise Call for Quote

Take full control of your board portal solution.

#### Includes

- ✓ All Standard Features
- ✓ Dedicated Support
- ✓ International Data Hosting
- ✓ Self-hosted document storage
- ✓ Full onboarding services



SAN FRANCISCO  
GENERAL HOSPITAL  
FOUNDATION



## Fundraising Plan



A Sample Non-profit Corporation

## Organizational Chart



A Sample Non-profit Corporation

## Conflict of Interest Form



A Sample Non-profit Corporation