

# FLATHEAD VALLEY BRIDGE CENTER

**BOARD MEETING AGENDA**  
Meeting Date: 12 Aug 2024  
Called to Order: XXXX

**Non-Profit 501(c)(3)**  
Location: FVBC, 22 Village Loop Rd, Kalispell, MT 59901  
Present: XX

## ROLL CALL:

Position	Name	Attendance (IP/Zoom)
President	Scott Hines	
1 <sup>st</sup> Vice President	Jim Swab	
2 <sup>nd</sup> Vice President	Porki Harris	
Treasurer	Marilee Wood	
Secretary	Susan Okonsky	
Director At Large	Wendy Fregerio	
Director At Large	Sharon Palmer	
Director At Large	Wendy Sexton	
Director At Large	Janet Ulrich	

**QUORUM (51% of Directors): Yes/No.**

**MEMBERSHIP INPUT:** (3 minutes per speaker)

# Attendees: \_\_\_\_\_

Member	Brief Summary of Comment:

## MEETING MINUTES - APPROVAL:

- Motion to approve previous month's board meeting minutes.

## TREASURER'S REPORT:

## CLUB MANAGER'S REPORT:

## COMMITTEE REPORTS:

- Audit Committee:
- Budget Committee:
- Nominating Committee:
- Membership Committee:
- Facilities Committee:
- Landscaping Committee:

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- Hospitality Committee:
- Education Committee:

**FVBC CALENDAR REVIEW:**

**Administrative Calendar**

July	August	September
<ul style="list-style-type: none"> <li>• Schedule the Annual meeting.</li> <li>• Appoint the Nomination and Election committee.</li> </ul>	<p>Secretary:</p> <p>Post the 20-day notice by email, bulletin board and announcements at the Center to include:</p> <ul style="list-style-type: none"> <li>• Date of the Annual Meeting and the Board Elections.</li> <li>• Nominations for open slots on the Board.</li> </ul>	<p>Nomination Committee:</p> <ol style="list-style-type: none"> <li>1) Close nominations 1 week before date of Election.</li> <li>2) Post a list of nominees on the bulletin board.</li> <li>3) Make absentee ballots available.</li> </ol> <ul style="list-style-type: none"> <li>• Annual meeting, elections and financial report to be held in September.</li> </ul> <p>Treasurer:</p> <ol style="list-style-type: none"> <li>1) Prepare financials for Annual meeting</li> </ol>

**Facility Maintenance Calendar**

July	August	September
<ul style="list-style-type: none"> <li>• Change furnace A/C filter.</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• Touch up paint inside.</li> <li>• Inspect for needed maintenance indoors and outside. Check that all outside lights are functioning.</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• Arrange Carpet Cleaning American Carpet Care</li> <li>• Reprogram outside lights Fall/Winter</li> </ul>

**OLD/UNFINISHED BUSINESS:**

- AED for Club: The Club voted to acquire and maintain an AED at the Center.
  - Wendy Sexton accepted the task of determining our options to acquire an AED.
- FVBC Handbook Development
  - Club Manager: Ongoing.
  - Game Director Handbook: Ongoing.
- Common Area Contract accounting – Pending
- Magnetic Name Tag storage board?

**NEW BUSINESS:**

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## MEETING REVIEW:

- Final review of meeting items.
- Next Board Meeting: Monday, 9 September 2024. 4:00 PM

## MEETING ADJOURNED:

- Motion: \_\_\_\_\_, 2<sup>nd</sup> \_\_\_\_\_ to adjourn meeting. Consensus approval.
- Time: \_\_\_\_\_