From: AJ Foster first@aj-foster.com &

Subject: Orlando Robotics Foundation Board Meeting

Date: September 14, 2023 at 1:33 AM

To:

Hello everyone,

After briefly speaking with each of you, it appears that the best opportunity for our first board meeting is tomorrow, Friday September 15th, at 6:30pm. Please let me/us know if this time does not work for you, and we can reschedule — especially since this is very short notice.

Date: 15 September 2023 Time: 6:30pm ET (1 hour)

Zoom: [Link included in separate calendar invitation]

Since this is our first meeting, we have a lot to cover. The majority of the agenda topics are approvals of our bylaws, policies, and resolutions. Since most of you have had a chance to read through these documents already — and most of them have been reviewed by a lawyer — I am optimistic that we can move quickly and get through everything in less than an hour. The agenda, and all of the *provided materials* that accompany it, are attached. Hopefully they aren't overwhelming, because it's a lot of "boilerplate" legalese that is required or highly recommended for nonprofit organizations. Everyone in this group should feel empowered to revisit these documents and propose changes at any time.

Thank you for your patience during the startup of this organization, and thank you for your dedication to FIRST. I appreciate working with all of you.

- AJ Foster

Note: From now on, starting with this email, all official business of the Corporation must be documented and made public when appropriate. Please hold me accountable to this, and keep this in mind when communicating the future.

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