



AFFILIATE ADVISORY BOARD – MEETING MINUTES

Details

Date: Monday, January 13, at 4:15pm

Location: Boulder Junction Community Center – Nordlof Room

Attendees: Mary Van Grinsven (2027), Susan Govier (2026), Bill Spear (2026), Gary Plouff- via zoom (2027), Craig Mason (2025), Breanna Miner (2026)

Absent with Notice: Theresa Smith (2026), Dina Casso (2025)

Consultants: Mark Hilgendorf, Advisory Board Consultant

Guests: n/a

Minutes

1. Approve Agenda
 - a. Meeting called to order at 4:20 PM. Motion to approve the agenda at the discretion of the Chair by Govier. Second by Plouff. Motion carried.
2. Welcome Guests – Mark Hilgendorf, Advisory Board Consultant
3. Approve Advisory Board Meeting Minutes
 - a. Motion to approve the minutes of the November 11, 2024, meeting as presented by Mason. Second by Govier. Motion carried.
4. Reports
 - a. Finance – Spear
 - i. Presented the statements as of November 2024
 - b. Publicity and Community Engagement – Van Grinsven
 - i. Valentine's Day Mailing - Miner continues to work on the Valentine's Day post card. Miner needs to add BJCF website on the back of the post card and target date of 2/3 for mailing. Van Grinsven is going to follow up with Smith regarding labels and printing.
 - ii. Annual Report – Smith and Van Grinsven will begin to work on this very soon. Tree logo on the rack card needs to be updated for the annual report and provided Miner in order to updated rack card with new tree image for endowment funds.

- iii. 2025 Mostly Social Events – PACE committee will develop a proposal for this at next meeting in February 2025. Plan is to reach a younger crowd. PACE Committee will need to plan future events.
 - c. President's Report – Van Grinsven
 - i. 2024 year-end review – Van Grinsven provided a flyer with the 2024 goals and went through all bullet points. Goals were met in 2024 with discussion of which goals to carry to 2025.
 - ii. 2025 goals – Van Grinsven provided a list of goals for 2025: keep meetings to 90 minutes or less, see endowment fund reach \$1 million (goal since inception), Highlight legacy fund, expand fund knowledge to local financial planning personnel, and successfully manage fiscal agreements and funds under the Boulder Junction Community Foundation umbrella of funds. Van Grinsven presented the new folders with BJCF flyers (100 printed) and tasked Spear with creating a list of places (ex: CPA's, attorneys, and financial planning establishments) to provide these folders to present at the next advisory board meeting. Hilgendorf is going to provide Van Grinsven with more information regarding DAF's.
 - iii. New funds – Tall Pines Disc Golf Course Fiscal Agreement and Boulder Junction Parks and Recreation Maintenance Fund.
 - iv. Change in CFONCW meeting dates – CFONCW moved their meeting dates to the first Thursday of the month instead of the third Thursday of the month in order to be more efficient with financial reports being completed. This will also give us a more timely report in our meetings the second Tuesday of the month.
- 5. Reviewed Operations Calendar
- 6. Discussion topic
 - a. Viewed two training videos – What is a Community Foundation? Everyone concurred the videos were well done and discussion of key points were discussed.
- 7. Adjourn – 5:58 PM

MISSION: To preserve and enhance Boulder Junction for present and future generations.

ADVISORY BOARD MEETING SCHEDULE – 2025

Monday, 1/13/2025: 4:15-5:45pm, Nordlof Room – Boulder Junction Community Center
Monday, 4/14/2025: 4:15-5:45pm, Nordlof Room – Boulder Junction Community Center
Monday, 6/9/2025: 4:15-5:45pm, Nordlof Room – Boulder Junction Community Center
Monday, 8/11/2025: 4:15-5:45pm, Nordlof Room – Boulder Junction Community Center
Monday, 9/15/2025: 4:15-5:45pm, Nordlof Room – Boulder Junction Community Center
Monday, 11/10/2025: 4:15-5:45pm, Nordlof Room – Boulder Junction Community Center

PACE MEETING SCHEDULE – 2025

Monday, 2/10/25: 4:15-5:30pm, Aqualand Ale House
Monday, 5/12/25: 4:15-5:30pm, Aqualand Ale House
Monday, 7/14/25: 4:15-5:30pm, Aqualand Ale House
Monday, 10/13/25: 4:15-5:30pm, Aqualand Ale House

PACE COMMITTEE MEMBERS

Theresa Smith (Co-Chair), Dina Casso (Co-Chair), Sue Govier, Breanna Miner, Lesley Ritter, Craig Mason

GRANTS MEETING SCHEDULE – 2025

Friday, 4/11/2025: 3:30-5pm, Nordlof Room – Boulder Junction Community Center
Friday, 9/12/2025: 3:30-5pm, Nordlof Room – Boulder Junction Community Center

GRANTS COMMITTEE MEMBERS

Mary Van Grinsven (Chair), John Altschwager, Sue Govier, Sue Fehlandt, Michelle Mauzer, Gary Plouff, Bill Spear
