



AFFILIATE ADVISORY BOARD – MEETING MINUTES

Date: Monday, November 10, 2025, at 4:15pm

Location: Boulder Junction Community Center – Nordlof Room or Zoom

Attendees: Mary Van Grinsven (2027), Susan Govier (2026), Bill Spear (2026), Theresa Smith (2026), Gary Plouff (2027), Breanna Miner (2026)

Absent with notice: Dina Casso (2025), Craig Mason (2025)

Consultants: Jean Tehan

Guests: n/a

Minutes

1. Agenda
 - a. Meeting called to order at 4:15 PM. Motion to approve the agenda at the discretion of the Chair by Smith. Second by Spear. Motion carried.
2. Welcome Guests
 - a. None
3. Advisory Board Meeting Minutes
 - a. Motion to approve the minutes of the September 15, 2025, meeting as presented by Spear. Second by Plouff. Motion carried.
4. Reports
 - a. Finance – Spear
 - i. Presented the statements as of October 2025
 - ii. Presented 2026 operating budget. Motion to approve the 2026 operating budget as presented by Spear. Second by Plouff. Motion carried.
 - iii. The letter and list of professional advisors were reviewed. Van Grinsven will assemble packets. Board members will schedule in person visits prior to the end of the year.
 - b. Publicity and Community Engagement – Smith
 - i. The annual appeal letter was mailed in mid-October. Donations are coming in.
 - ii. The Lakeland Times nonprofit section for end of year giving content was submitted and has been in the paper.
 - iii. Property tax insert design is complete. Once we hear from the Town on the number needed for this year's mailing, we will place the order.
 - iv. We received notification from CFONCW that Go Fund Me set up thousands of accounts for non-profits without their permission. BJCF had one which was linked to our old tax ID number. The account has been deleted.

- v. Need website updates in the near future include adding our Family of Funds and removing our \$1 million endowment fund goal, which has been met.
- c. President's Report - Van Grinsven
 - i. The Christmas Scholarship Fund is live and donations have been received as well as applications.
 - ii. 2026 Advisory Board and PACE meetings will be held the 3rd Monday of the month, unless otherwise noted.
 - iii. Election of 2026 Advisory Board
 - 1. Motion to elect Michelle Mauzer for a 1-year Director term by Van Grinsven. Second by Plouff. Motion carried.
 - 2. Motion to elect Dina Casso for a 3-year Director term by Van Grinsven. Second by Govier. Motion Carried.
 - 3. Motion to elect Mary Van Grinsven as President, Susie Govier as Vice-President, Bill Spear as Treasurer, and Theresa Smith as Secretary; all for a 1-year term, by Van Grinsven. Second by Spear. Motion carried.
- 5. Review Operations Calendar – on track
- 6. Discussion topic (20 minutes + questions)
 - a. Viewed active shooter training video –Run. Hide. Fight.
- 7. Next meeting – Monday, January 19 at 4:15pm
- 8. Adjourn at 5:30pm

ADVISORY BOARD MEETING SCHEDULE – 2026

Monday, 1/19/2026: 4:15-5:45pm, Nordlof Room – Boulder Junction Community Center
Monday, 4/27/2026: 4:15-5:45pm, High-Fishtrap – Boulder Junction Community Center
Monday, 6/15/2026: 4:15-5:45pm, Nordlof Room – Boulder Junction Community Center
Monday, 8/17/2026: 4:15-5:45pm, Nordlof Room – Boulder Junction Community Center
Monday, 9/21/2026: 4:15-5:45pm, Nordlof Room – Boulder Junction Community Center
Monday, 11/16/2026: 4:15-5:45pm, Nordlof Room – Boulder Junction Community Center

PACE MEETING SCHEDULE – 2026

Monday, 2/16/26: 4:15-5:30pm, Aqualand Ale House
Monday, 5/18/26: 4:15-5:30pm, Aqualand Ale House
Monday, 7/20/26: 4:15-5:30pm, Aqualand Ale House
Monday, 10/19/26: 4:15-5:30pm, Aqualand Ale House

PACE COMMITTEE MEMBERS

Theresa Smith (Co-Chair), Dina Casso (Co-Chair), Sue Govier, Breanna Miner, Lesley Levandowski

GRANTS MEETING SCHEDULE – 2026

Friday, 4/24/2026: 3:30-5pm, Nordlof Room – Boulder Junction Community Center
Friday, 9/11/2026: 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
