



## AFFILIATE ADVISORY BOARD – MEETING MINUTES

**Date:** Monday, January 19, at 4:15pm

**Location:** Boulder Junction Community Center – Zoom

**Attendees:** Mary Van Grinsven (2027), Susan Govier (2026), Bill Spear (2026), Theresa Smith (2026), Dina Casso (2028), Gary Plouff (2027), Breanna Miner (2026), Michelle Mauzer (2026)

**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 Plouff. Second by Govier. Motion carried.
2. Welcome Guests
  - a. None
3. Advisory Board Meeting Minutes
  - a. Motion to approve the minutes of the November 10, 2025, meeting as presented by Plouff. Second by Casso. Motion carried.
4. Reports
  - a. Finance – Spear
    - i. Presented the year end statements. 12% return on Endowment Fund. \$20,000 was transferred at end of year from Greatest Need to Endowment.
    - ii. Packets have been dropped off and contacts made with professional advisors. Mixed responses. Some had interest, while others said no thank you. Not their clientele.
  - b. Publicity and Community Engagement – Smith
    - i. Recently review website for any necessary updates. Will be adding Family of Funds page later this month.
    - ii. Valentine’s Day postcard on schedule to mail to all donors.
    - iii. Annual report will be discussed at the February PACE meeting. Mailing targeted for mid-April.
    - iv. PACE will also be discussing Mostly Social events for this year. Consider a gathering with the professional advisors that expressed interest. Events are dual purpose – education/awareness and donor focused. ````````````````````
  - c. President’s Report - Van Grinsven
    - i. Reviewed 2025 highlights and 2026 goals

5. Review Operations Calendar – on track
6. Discussion topic (20 minutes + questions)
  - a. Training video – What are the basic elements of a quality grants program?
    - i. Having trouble with sound using zoom. Theresa will ask Pam if the login can be shared so board can view prior to next meeting, with discussion during meeting.
7. Next meeting – Monday, April 27 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

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## **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

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## **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

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