



# Boulder Junction Community Foundation

AN AFFILIATE OF THE COMMUNITY FOUNDATION OF NORTH CENTRAL WISCONSIN

## AFFILIATE ADVISORY BOARD MINUTES

### Details

**Date:** March 11, 2024 @ 3:30 PM

**Location:** Boulder Junction Community Center – Nordlof Room

**Attendees:** Susan Govier (2026), Gary Plouff (2024), Craig Mason (2025), Breanna Miner (2026), Bill Spear (2026), Mary Van Grinsven (2024). Consultants: Mark Hilgendorf, Jean Tehan.

**Absent with notice:** Beth Rondello (2025), Theresa Smith (2026)

**Consultants:** Mark Hilgendorf, Jean Tehan.

**Guest:** Dina Casso, PACE Committee member

Meeting called @ 4:01 PM

### Item 1: Agenda

Van Grinsven presented the agenda.

**MOTION:** Approve the Agenda at the discretion of the Chair

**M/S/P:** Mason/Plouff/P

### Item 2: Welcome Guest

### Item 3: Approval of Minutes

Govier presented the minutes from the January 8 and February 9, 2024 meetings

**MOTION:** Approve the Minutes for January 8 and February 9, 2024 meeting as presented.

**M/S/P:** Plouff/Govier/P

### Item 4: Committee Reports

#### A. PACE

1. Van Grinsven presented the current Publicity and Community Relations Committee in the absence of Smith.
2. New rack cards produced by Miner were accepted and ready to print.

3. The 2023 Annual Report is in the draft stage and is set to be completed by the end of March and distributed in April.
  4. Miner and Van Grinsven will work on the 2023 Annual Report to the Town.
- B. FINANCE
1. Van Grinsven accepted the Finance report as presented by Spear. Spear presented a comprehensive overview of all 2023 funds as well as January 2024.
  2. Hilgendorf gave an overview of the CFONCW Investment committee meetings he attends as our Consultant Representative.
- C. GRANTS
1. Updated Grant Guidelines as well as a new Grant Application process are now online and ready for our April 10, 2024 deadline. All applications moving forward will only be accepted online.
  2. An email notification to all past grant organizations in town informing them of our new and improved process will be sent next week.
  3. Next meeting set for April 15 in Nordlof Conference Room 3:30-4:30pm

## Item 5: President's Report

Van Grinsven presented the following:

- A. FISCAL AGREEMENTS
- a. The current town Fiscal Agreement Accounts are: North Creek Loop Trail (NCLT) and a new Agreement for an updated town Basketball (BB) Court. The Fiscal Agreement for the Playground is now finished and all funds transferred to the town for bill payment.
- B. DISCUSSION TOPIC
- a. Duality of Interest Policy. At the beginning of the year, it is always good to review policies and procedures. This written policy was reviewed, and a good discussion ensued on what constitutes conflict of interest and when board members should speak up to avoid these situations.
- C. Special Meeting to review grant award recommendations: Monday, April 15, Nordlof Conference Room, 4:30pm.

Meeting was adjourned at 4:44 PM

Notetaker: Mary Van Grinsven

Submitted by: Mary Van Grinsven

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