



AFFILIATE ADVISORY BOARD – MEETING AGENDA

Details

Date: July 8, 2024, at 3:30pm

Location: Boulder Junction Community Center – Nordlof Room

Attendees: Mary Van Grinsven (2024), Susan Govier (2026), Bill Spear, Gary Plouff (2024), Theresa Smith (2026), Craig Mason (2025), Breanna Miner (2026), Dina Casso (2025)

Absent with Notice: n/a

Consultants: n/a

Guests: n/a

Meeting called to order @ 3:35pm

Agenda

1. Approve Agenda
 - a. Van Grinsven presented the agenda.

MOTION: Approve the agenda at the discretion of the Chair
M/S/P: Mason/Plouff/P
2. Welcome Guests - none
3. Approve Advisory Board Meeting Minutes
 - a. Van Grinsven presented the minutes from the May 13, 2024, meeting
MOTION: Approve the minutes of the May 13, 2024, meeting as presented.
M/S/P: Govier/Miner/P
4. Reports
 - a. Publicity and Community Engagement - Smith
 - i. Mostly Social - Friday, September 27, 5pm @ White Birch Village
 1. Invitation list is being compiled - 25-40 max per John & Sue

2. Finalize invite and invite list at PACE meeting in August and mail soon after that
 - ii. Website updates
 1. The site updates are almost complete, just need the Founders Circle and Legacy Circle Forms (PDFs) revised. The general donation form (PDF) has been updated and posted.
 - iii. Donor Advised Fund outreach
 1. Flyers on web, made post on Facebook, included in June e-news
 2. Mostly Social is a good place for this to be mentioned, potentially in the annual appeal letter
 3. Mary will have 100 copies of the DAF flyer printed by CFONCW to have available this summer and at the Mostly Social
 - iv. Boulder Junction Chamber Membership
 1. Has been renewed for 2024/2025
 - v. Rack cards
 1. Mary handed out additional rack cards to be distributed to financial advisors, accountants, and real estate agents
 - b. Finance - Spear
 - i. Financial statements are run on the 10th of the month, so we are looking at two months prior
 - ii. Plouff accepted the finance report as presented by Spear.
 - c. Grants - Van Grinsven
 - i. No additional updates. Legion auxiliary may apply in September.
 - ii. PACE is prepared to publicize the next grant cycle
 - d. President's Report - Van Grinsven
 - i. Sign at Peeple's Park – Rob is willing to make the sign at a discount. It would be made of sign foam which will last longer than wood. Place by the kiosk, but not on it.
 - ii. The purpose of the sign is to raise awareness of BJCF. Logo with “preserving and enhancing” - could add a box with the rack cards. Theresa will draft a design. 18"x24"?
 - iii. PACE will discuss at next meeting
5. Discussion Topic: Grant disbursement guidelines
- i. MOTION: Update the guidelines - Under eligible projects and program priorities, bullet #2: add “and surrounding areas”
M/S/P: Van Grinsven/Spear/P
 - ii. MOTION: Eliminate bullet 3 under ineligible projects.
M/S/P: Govier/Van Grinsven/P
6. Review Operations Calendar

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

- a. On track. Change strategic plan to 2027 where it says 2023. Will need to update for 2025.
- 7. Adjourn – 4:58pm

ADVISORY BOARD MEETING SCHEDULE – 2024

Monday, 3/11/2024: 3:30-5pm, Nordlof Room – Boulder Junction Community Center
(Special Meeting) Monday, 4/15/2024: 3:30-5pm, Nordlof Room – Boulder Junction Community Center
Monday, 5/13/2024: 3:30-5pm, Nordlof Room – Boulder Junction Community Center
Monday, 7/8/2024: 3:30-5pm, Nordlof Room – Boulder Junction Community Center
Monday, 9/16/2024: 3:30-5pm, Nordlof Room – Boulder Junction Community Center
Monday, 11/11/2024: 3:30-5pm, Nordlof Room – Boulder Junction Community Center
(Tentative) Monday, 12/9/2024: 3:30-5pm, Nordlof Room – Boulder Junction Community Center

PACE MEETING SCHEDULE – 2024

Monday, 2/12/2024: 4-5:30pm, Zoom
Monday, 4/8/2024: 4-5:30pm, Aqualand Ale House – Meeting Room
Monday, 6/10/2024: 4-5:30pm, Aqualand Ale House – Meeting Room
Monday, 8/12/2024: 4-5:30pm, Aqualand Ale House – Meeting Room
Monday, 10/14/2024: 4-5:30pm, Aqualand Ale House – Meeting Room

PACE COMMITTEE MEMBERS

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

GRANTS MEETING SCHEDULE – 2024

Monday, 4/15/2024: 3:30-5pm, Nordlof Room – Boulder Junction Community Center
Thursday, 9/12/2024: 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

FINANCE COMMITTEE MEETING SCHEDULE – 2024

Date to be determines – October 2024

FINANCE COMMITTEE MEMBERS

Bill Spear (Chair), Mark Hilgendorf, Craig Mason, Michelle Mauzer, Gary Plouff, Mary Van Grinsven