



AFP Montana Chapter November Board Meeting Minutes
November 6, 2023
2 p.m. / Zoom

Present: Kristi Farver Oaks; Traci Weller; Sara Hofer; Lauren Rennaker; Tagen Vine

Absent: Andrea Arredondo; Andrea Lambert; Allison Strekal; Tara Castelucci

- I. **Call to Order** - The Board meeting was called to order at 2:03 p.m.
- II. **Review of Annual Meeting Minutes** – The Annual Meeting Minutes were officially approved at the annual meeting, and it was noted that four 10-year membership pins were awarded at the Annual Meeting: Karrie Owen; Emily Frazier; Jan Dietrich; & Jeff Ewelt. No further discussion regarding the Minutes taken at the Annual Meeting.
- III. **Financial Report** – In reviewing the financial report, Farver-Oaks noted the chapter’s financials look good, but cautioned that the \$11K+ from Hilton Garden Inn bill has not yet been included. Final estimates from the Summit will be reviewed during the committee reports.
- IV. **Committee Reports**
 - a. Summit – Sara Hofer provided a final overview of the 2023 Educational Summit and Annual Meeting. Initial feedback (both through the evaluation form and follow up emails) has been very positive.
 - i. There was a total of 61 in person attendees; 14 Zoom attendees; 8 cancellations for dinner; and 6 people who never showed up.
 - ii. Financially, Hofer shared that the net income from the Summit should be around \$7,257, though an additional sponsorship from First Interstate Bank in the amount of \$5,000 would bring Net Income to \$12,257.
 - iii. Hofer outlined some of the many benefits of the event, including growth in chapter membership and raising the profile of AFP MT Chapter throughout the state and region (including Northern Wyoming – Amy Wells from Wyoming attended).
 - iv. Goals for future Summits include maintaining the high quality of the event, balancing sponsorships with speaking opportunities.
 - v. Sara H. to follow up with Lauren Rennaker re/longer version of award ceremony.
 - vi. 2024 Summit Topic: Dates and location are set: Nonprofit Marketing and Communications; Oct. 24 & 25, in Missoula. Hofer will be looking at possible venues in Missoula and may request assistance board members in the Missoula region for assistance – Lauren Rennaker to connect separately with Hofer to discuss.
 - vii. Board discussed possibility of establishing separate committee or subcommittee to focus efforts on Awards and Recognition (i.e., MT Philanthropy Days Awards)
 - b. Sponsorship
 - i. Tagen Vine shared that he is doing sponsor wrap up from the Summit and will be confirming with First Interstate Bank on \$5K additional gift.

c. Communications

- i. Callie has photos from the summit and is working on Social Posts about the event.
- ii. November resuming normal calendar.
- iii. Request to increase reimbursement for Communications contract position – increase to \$250/month for up to 5 hours (currently paying \$200/month), effective 1/1/24; anything more billed accordingly per hour. Those in attendance had no questions or concerns. Sara Hofer made a motion to approve \$250/month; Tagen Vine seconded; Unanimous approval.
- iv. Andrea Lambert will be following up with Anna Smoot and Shreya Regmi-Miranda re/AFP membership and volunteering.

d. Membership – Traci

- i. Weller reported that the AFP Global Database conversion seems to be stabilizing. Some glitches remain, but the new system offers reports that are updated in real time. Weller will be participating in an “AFP Global Database Discussion” with Global leaders, to discuss the steps AFP Global has taken during the last 8 months, what has been accomplished so far, as well as ongoing challenges with the global database.
- ii. Statistics
 - Total AFP MT Members (as of 11/7/23): 67
 - Total New Members in last month: 4
 - Total New members for 2023: 21 (note, annual goal is 30 new members)
- iii. MT AFP Membership Brochure – draft of brochure produced by Sara H. included in '23 Summit Schwag Bags; improvements to brochure continue.
- iv. The glitch with AFP Global assessing the correct chapter dues for new members (\$50; not \$25) seems to be resolved, & membership committee will be monitoring new members to verify chapter is receiving full dues from new members.

e. Professional Development – Kristi Farver-Oaks

- i. **Lunch & Learn** – Committee mapped out topics and dates for spring of 2024 – listed in Summit program, reviewed dates, and topics with Board.
- ii. **AFP Mix and Mingle Networking Event** – The chapter will be offering one mix and mingle networking event in 2024 (replacing the multiple “Thirsty Thursdays”). The date selected is March 21, 2024, and events will be geographically centered and the advance notice will allow the board to get ahead of advertising; and encourage attendance.
 1. Kristi/Sara - Billings
 2. Andrea/Traci - Bozeman
 3. Tara/Lauren - Missoula
 4. Tagen – Flathead
- iii. Professional Development meeting in December will be rescheduled.

V. **Board Retreat**

Friday, January 26th
10:00 AM – 3:00 PM
Cambium Place
945 Wyoming Str
Missoula, MT

Program: No formal speaker; but rather plan on working as a group through a mini-strategic planning session; as a group, review by-laws; mission statement; what we want to focus on; Roles and responsibilities; job descriptions; goals for 2024

VI. Ongoing Board/Committee Recruitment

- a. Farver-Oaks shared that the AFP-MT Board currently has 9 board members and expressed an interest in ideally increasing membership on the board to 12 members. She invited board members to keep an eye and ear out for potential board members or committee members to help grow the board.
- b. Allison Strekyl was approved as a new board member at the Annual meeting in October.
- c. Andrea Lambert will be reaching out to Anna Smoot & Shreya Regmi-Miranda to follow up about their interest in possible board consideration or committee membership.
- d. Kristi Farver Oaks will follow up with Heather Green in Helena about her interest in possible board consideration or committee membership.

VII. Adjourn

- a. The meeting was adjourned at 2:41 p.m.

Next Board Meeting

December 5, 2023, at 2 p.m. via ZOOM