



**December Board Meeting
Minutes**

**December 5, 2023
2:00 PM/Zoom**

Present: Kristi Farver Oaks; Traci Weller; Sara Hofer; Tara Castelucci, Lauren Rennaker; Tagen Vine, Andrea Lambert

Absent: Andrea Arredondo and Allison Strekal

- I. Call to Order – the meeting was called to order at 2:07
Board update: Andrea A. is stepping down from the board effective 12/31/23. Tagen is stepping in as Treasurer. Looking for a secretary.
- II. Review of November Meeting Minutes – Motion to approve: Tagen Vine and Traci Weller.
Motion to approve passes.
- III. Financial Report –
 - a. Tagen – Finances are current with all the summit expenses.
- IV. Committee Reports
 - a. Summit – Sara H.
 - i. Meetings will start in January 2024.
 - ii. Reaching out to Lauren, Tara , and Allison via email to get thoughts on the first items.
 - b. Sponsorship – Tagen
 - i. Following up with First Interstate Bank on the check they sent after Summit. Will this go to 2024? Or something else.
 - c. Communications – Andrea L.
 - i. New Member – Anna Smoot starting January 1st.
 - ii. Callie stepping down as our staff person. Laura Brin taking over. Laura is a past AFP Board Member. Callie gift card and thank you.
 - d. Membership – Traci
 - i. 65 Members right now.
 - ii. Total new members in 2023 - 22, our goal was 30 for 2023.
 - iii. Working on Membership brochure.
 - iv. New member – Shreya Regmi – Miranda
 - v. All reports are included in the group email.
 - e. Professional Development – Kristi
 - i. No November meeting, but working to reschedule at a new date and time.
 - ii. Lunch and Learns and Mix and Mingles planning for 2024 has begun.

- iii. Washington Fdn. Confirmed, and Murdoch is not able to attend on the proposed date of Feb. 15th.
- iv. Newly named and proposed one time per year - Mix and Mingle is proposed for March 21st. More for each city is welcome, but please try to do one in each city.

V. Board Retreat

Friday, January 26th/10:00 AM – 3:00 PM

Cambium Place/945 Wyoming Str/Missoula, MT

- a. Agenda
 - i. AFP MT Chapter – Mission & Goals
 - ii. Current Missions Statement Review
 - iii. Assessment of Current Committees
 - 1. Someone to spearhead the committee on awards.
- b. Committees – fillable form attached to the email. The committee will report back to the full board.
 - i. Description (1-2 sentences)
 - ii. Goals & Objectives
 - iii. Revenue & Expenses
 - iv. Reports & Feedback
- c. Resource Repository
 - i. Where to best store all board docs? What should be in there?

VI. Ongoing Board/Committee Recruitment

- a. Geographic considerations
 - i. East of Billings
- b. Non-profit sector representation
 - i. Healthcare, Religious
 - ii. Outside businesses or orgs that work with non-profits.
 - iii. Kristi reaching out to Valley Comm Fdn.
 - iv. Andrea to connect with Jmeeting from CSC. Bozeman via Tara C.

VII. Adjourn – The meeting was adjourned at 2:53

The next meeting is – January 2nd at 2pm.