



**March Board Retreat  
Minutes**

**March 7, 2025  
9:00 AM – In Person/Zoom**

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**Present:** Kristi Farver Oaks, Allison Strekal, Tagen Vine, Sara Hofer, Traci Weller, Sarah Eckman

**Absent:** None

- I. **Call to Order** – The Board retreat was called to order at 9:08 am.
- II. **Review of February Meeting Minutes** – No changes were made to the February minutes. Sara H. moved to approve, Tagen seconded, approved.
- III. **Financial Report** – Tagen gave an update on the February financials, all costs are normal.
  - a. Discussion around the February Lunch and Learn, which was very well attended. 22 people registered as AFP members, but are not actually members, meaning we don't get the \$25 they should have paid as non-members to attend. Sara H. suggested we send invoices to those people saying "we noticed you attended, but are not a member." Traci and Sara will work on sending these. In the future we can give members a coupon code they can use to register as members.
- IV. **AFP MT Chapter Administrative**
  - a. **2025 Board List and Terms** – reviewed the board list and terms for any inaccuracies; Traci to send out after meeting for everyone to double check. Sarah E. will update website.
  - b. **Bylaws Review** – reviewed Terms of Office and discussed how to approve. We will vote on this at the annual meeting in October as we have to provide written notice to members ahead of time.
  - c. **Chapter Goals**
    - i. **Review AFP Global Policies**
      1. Decided to review in 2025: Board Code of Conduct, Board Expectations, AFP Member Fair Behavior, Check Writing, Conflict of Interest, Social Media Guidelines. Will review one of these at monthly board meetings moving forward.
      2. Traci and Sara H. will review the Voting Policy and Board Member Policy to match our bylaws.
    - ii. **Chapter Board Recruitment**
      1. Lauren Rennaker resigned as a board member due to her new position.
      2. We decided we need to focus on recruiting new board members the rest of this year to get up to 10. Goal is to have each current board member recruit one new board member by October 1.
      3. Start highlighting board members in our monthly newsletter and talk about how we are looking for new board members.

4. Our November board meeting will be a “status of the chapter” meeting to assess where we are with recruiting new board members.

**d. Capacity Building Funding Proposals**

- i. Reviewed Traci’s draft case for support, we agreed that it looked good.  
Reviewed the list of potential funders and assigned people to reach out:
  1. Oro Y Plata – Tagen
  2. Steele-Reese – Traci
  3. Murdock – Kristi
  4. AMB West Philanthropies – Traci
  5. BNSF – Tagen
  6. Northwestern Energy – Sara H.
  7. First Interstate – Kristi and Sara H.
  8. US Bank – Kristi
  9. Wells Fargo – Sarah E.

**V. Committee Reports**

- a. See attached sheets for committee plans for 2025.

**VI. Other Business**

- a. AFP MT Coaching at MNA Conference – Kevin Sylvester asked Traci if AFP MT members would be willing to provide mentoring sessions at the MNA conference in September. We like the idea, Traci will follow up with Kevin and ask him to lead, and possibly join the board or a committee as he oversees project.
- b. MSU Business Integrated Marketing & Communications Class – Dr. Eric assigned group of students for us to work with. Allison had a call with them on February 6 where she gave an overview of AFP Montana and talked about our goals. Will be in touch with them throughout the semester.
- c. The target date for Mix & Mingles in each market is April 17. Get details to Sarah E. to start promoting once you have them.

**VII. Adjourn**

- a. The meeting was adjourned at 1:30 pm.

**Next Board Meeting**

April 1 at 2 pm – MS Teams.