



**September Board Meeting
Agenda**

**September 2, 2025
2:00 PM/Zoom**

Present: Tagen Vine, Sara Hofer, Traci Weller, Kyle Lantz, Maria Reed, Abigail Ulrich, Cynthia Winter

Absent: Sarah Eckman, Kristi Farver Oaks, Anne Martin, Allison Strekal

- I. **Call to Order** – The meeting was called to order at 2:01 p.m.
- II. **Review of the August Board Meeting Minutes** – No changes were made to the August minutes, Maria Reed moved to approve, Abigail Uhrich seconded, approved.
- III. **Financial Report** - Tagen provided an update on the August financials and expressed appreciation for our bookkeeper who worked over Labor Day to prepare the statements in time for the board meeting. The balance sheet remained largely unchanged from July. Income from membership and Summit registrations balanced out regular monthly expenses.
- IV. **Committee Reports**
 - a. **Awards & Recognition** – Traci reported on behalf of Allison Strekal that the September 15 nomination deadline for *Outstanding Fundraising Professional* is approaching quickly. No nominations have been received to date. Board members are encouraged to share the opportunity within their networks and to consider submitting a nomination if they have someone in mind.
 - b. **Summit** – Traci reported for Allison that it is time to begin the registration push. The Committee has developed a communications plan to promote the Summit, but Board support is needed to encourage registrations (including registering yourselves). Board members were asked to review the “Snail Mail” tab in the Google Doc and identify individuals they are willing to personally reach out to with a reminder about the event. Traci will prepare an email template for board to use.
 - c. **Sponsorship** – Kyle Lantz reported securing a new \$500 sponsorship from Teriyaki Madness in Great Falls and noted that he continues to connect with additional potential sponsors. Tagen also has several outreach calls in progress, including Foundant, Alliance Philanthropy, Bannack, and First Interstate Bank. The deadline for sponsors to be included in Summit Program is September 15.
 - d. **Professional Development** – Cynthia reported that six members have signed up to serve as mentors at the 2025 MNA Conference, with room for four additional mentors. The Montana Nonprofit Association has agreed to waive all in-person conference registration fees for AFP mentors, and AFP membership has been notified of this opportunity. Mentor sessions will take place on Thursday, September 25, from 2–3 p.m., with each mentor providing two 30-minute sessions. Cynthia also noted that the Professional Development Committee will meet in September to begin outlining the 2026 schedule for Lunch & Learns and other professional development opportunities.

- e. Membership – Traci reported that the current membership roster stands at 74 members. In August, five individuals renewed their memberships, with no lapses and no new members. Board members were encouraged to connect with peers in their communities to help recruit new members. Maria Reed will follow up with AFP Global regarding recent membership reporting inconsistencies to ensure the data is being conveyed accurately.
- f. Communications – The Communications Committee is preparing content for the September newsletter, scheduled for release the week of September 8. Newsletter highlights will include:
 - Promotion of the Outstanding Fundraising Professional Award, including specific criteria.
 - A spotlight on Summit speakers.
 - A Board member spotlight featuring Sara Hofer.

Additionally, the Membership Committee (Maria R.) will contribute a member benefit feature, and T. Weller/S. Hofer will prepare an item referencing the upcoming Bylaws change to be voted on at the October Annual Meeting.

V. **Policy & Procedures Review & Discussion**

- a. The Board reviewed the AFP-MT Policy List. Sara Hofer moved to approve the entire slate of policies, Tagen Vine seconded the motion, and the Board unanimously voted to renew the following policies:
 - i. Board Expectation Policy (2/6/24)
 - ii. Conflict of Interest Policy (2/6/24)
 - iii. Scholarship Policy (3/5/24)
 - iv. Sponsorship Policy (4/2/24)
 - v. Mailing List Policy (8/6/24)
 - vi. Program Pricing Policy (8/6/24)
 - vii. Record Retention Policy (5/7/24)
 - viii. Voting Policy (9/3/24)

The Board will review the proposed Change in Bylaws and Officer Terms Policy for a member vote at the October Annual Meeting. Notification will be included in the September e-newsletter, with additional details to be shared with the membership in advance of the October meeting.

VI. **AFP MT Growth Opportunities**

- a. Operations Grant Proposals
 - i. High Stakes Foundation – Sara reported that the Letter of Inquiry has been submitted, and we are awaiting response.
 - ii. Arthur M. Blank Foundation – Traci shared some difficulty in reaching Tanya Rupe-Mraz to discuss and hopefully apply. Weller to continue with efforts to reach Tanya by phone.
- b. New Board Members - no new board member referrals.

VII. **Housekeeping**

- a. AFP MT Google Docs – Traci reminded everyone to save important AFP documents in the shared AFP Google Drive so they're accessible to all. This ensures continuity if someone unexpectedly departs (say, by winning the Powerball!) and we need to access their historical data.

VIII. **New Business**

- a. Update AFP Foundation for Philanthropy Opportunity – Sara Hofer and Kristi Farver Oaks met with Lori Gusdorf (AFP Foundation) to discuss a potential opportunity geared toward

educating rural communities about Donor Advised Funds. They are considering whether to incorporate this initiative into the 2026 Summit, offer it as a Lunch & Learn, or possibly both. The discussion also included the idea of extending the program's reach into Northern Wyoming to expand beyond Montana. Further updates will be shared as details develop.

- b. Chapter donation to AFP Foundation – Traci Weller introduced a request for the Chapter to consider making a donation to the AFP Foundation in support of the Chamberlain Scholarship Program. This program provides financial assistance for a chapter member to attend the AFP International Conference, enhancing both the individual's professional development and the chapter's overall capacity. The Board recommended reaching out to the AFP Foundation to learn what other chapters are contributing and to explore whether small, rural chapters might bundle their contributions.

IX. **Adjourn**