

MINUTES – NPC FRIENDS & FAMILY BOARD MEETING

Supporting and promoting lifelong learning through fund raising, advocacy and volunteerism

Monday, February 27, 2023 – 3:30 p.m. – 5:00 p.m. - Silver Creek Campus – Learning Center Symposium with WebEx option

- I. **Call to Order** – President Terry Shove called the meeting to order at 3:34 p.m.

- II. **Roll Call and Introductions** – Present in-person included Terry Shove (President – Apache County Representative); Jon Saline (White Mountain Campus Representative); Rebecca Hunt (Volunteer); Betsy Wilson (Executive Director). Present via WebEx included Mary Koury (Painted Desert Campus Representative); Pat Ceballos (Vice-President – Painted Desert Campus Representative); Claude Endfield (Secretary – Whiteriver Center Representative); Wendy McVicker (Treasurer – Silver Creek Campus Representative); Myrtle Dayzie-Grey (Kayenta Center Representative). Cara Dukepoo, Hopi Center Representative, joined the meeting at 4:15. p.m. The group welcomed guest speaker, Dr. Allison Landy, NPC Associate Dean, Educator Preparation Programs, and introduced themselves to her.

- III. **Action Item: Approval of the Minutes of the January 23, 2023 meeting:** Wendy McVicker made a motion to approve the minutes as presented; Pat Ceballos seconded the motion. There was no discussion. All voted in favor; no abstentions.

- IV. **Action Item: Approval of Treasurer’s Report – NPC Friends and Family Treasurer Wendy McVicker:** Wendy called attention to the scholarships awarded, and the deposit of a donation of \$65,000.00 from Peter and Georgia Windhorst into the Unrestricted Scholarships account. She also noted that some gains were made on investments, making up for some of the losses of the previous month, but cautioned that the markets remain unsettled, and so we will likely continue to see losses and gains. Claude Endfield made a motion to approve the Treasurer’s Report as presented; Mary Koury seconded the motion. There was no discussion. All voted in favor; no abstentions.

a. Operational Checking Account Activity

Beginning Balance – 12/30/2022						\$42,833.65
Check #	Date	+/-	Amount	Payee/Payer	Purpose	
Online Pmt	1/4/23	-	\$540.33	Bankcard Center	December Visa statement	
TRANSFER	1/4/23	+	\$64.65	RS Account	Food Pantry charges on NBAZ Visa	
TRANSFER	1/4/23	+	\$206.95	US Account	Prepaid Visa for CCP GED Exam fees; paid with NBAZ Visa	

Ending Balance 1/31/2023	\$42,564.92
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b. Restricted Scholarships (Money Market) Account

Beginning Balance 12/31/2022						\$161,954.54
Check #	Date	+/-	Amount	Payee/Payer	Purpose	
TRANSFER	1/4/23	-	\$64.65	To OC Account	Food Pantry charges on NBAZ Visa	
TRANSFER	1/4/23	+	\$4,550.00	From US	Funds transferred from PayPal to US, then to RS: \$2,550 for donations to Pres Winslow + \$2,000 for donations to MKSL	
	1/4/23	+	\$1,300.00	Donations	\$500 to Pres Winslow + \$800 to Taking Flight	
TRANSFER	1/6/23	+	\$396.00	From US	For AZ Gives donations made on "Giving Tuesday" – 11/29/22 – Direct deposited from AZ Gives to US, then transferred to RS - \$150 for Jon Graff + \$246 to MKSL	
	1/11/23	+	\$250.00	Donation	For Pres Winslow	
TRANSFER	1/20/23	+	\$16,500.00	From EJ – AndyVon	For first round of SP 23 11 AV Transportation Grants @ \$1,500.00 each	
72	1/24/23	-	\$16,500.00	NPC Business Office	For first round of SP 23 11 AV Transportation Grants @ \$1,500.00 each	
Interest	1/31/23	+	\$2.97	Interest	Interest	
Ending Balance 1/31/2023						\$168,388.86

c. Unrestricted Scholarships (Money Market) Account

Beginning Balance 12/31/2022						\$ 126,134.42
Check #	Date	+/-	Amount	Payee/Payer	Purpose	
TRANSFER	1/4/23	-	\$4,550.00	To RS	\$2,550 for donations to Pres Winslow + \$2,000 for donations to MKSL	

TRANSFER	1/4/23	-	\$206.05	To OC	Prepaid Visa for CCP GED Exam fees; paid with NBAZ Visa
	1/4/23	+	\$65,750.00	Donations	\$65,000 from Peter and Georgia Windhorst + additional donations
DIRECT DEPOSIT	1/5/23	+	\$464.01	AZ Gives Day	Donations made via AZ Gives platform on "Giving Tuesday": 11/29/22
TRANSFER	1/5/23	+	\$4,700.54	PayPal	Donations made via PayPal in last quarter
TRANSFER	1/6/23	-	\$396.00	To RS	For AZ Gives donations made on "Giving Tuesday" – 11/29/22 – Direct deposited from AZ Gives to US, then transferred to RS - \$150 for Jon Graff + \$246 to MKSL
92	1/11/22	-	\$40.00	CASH sent to Lead Campus Manager Jessica Kitchens	To purchase Emergency Fund bus pass for WMC student – Cash only transaction by Lead Campus Manager Jessica Kitchens
93	1/25/23	-	\$40.00	NPC Business Office	Two (2) placement test scholarships @ \$20.00 each
Interest	1/31/23	+	\$3.18	Interest	Interest
Ending Balance 1/31/23	\$191,819.20				

d. Endowed Edward Jones – NPCFF Endowment

Beginning Balance – 1/1/2023		\$492,444.55	
Activity	Date	Activity	Date
+	1/27/2023	\$25,353.91	Gain on Investment
-		\$562.41	Investment Fees
Ending Balance 1/27/2023	\$517,236.05		

e. Endowed Edward Jones – Smith Endowment

Beginning Balance – 1/1/2023		\$116,341.96	
Activity	Date	Amount	Purpose
+	1/27/2023	\$5,989.68	Gain on investment

-		\$132.87	Investment Fees	
Ending Balance 1/27/2023				\$122,198.77

f. Endowed Edward Jones – Lisitzky Endowment

Beginning Balance – 1/1/2-23				\$46,841.47
Activity	Date	Amount	Purpose	
+	1/27/23	\$2,711.24	Gain on Investment	
-		\$43.49	Investment Fees	
Ending Balance 1/27/2023				\$49,509.22

g. Endowed Edward Jones – Endfield Endowment

Beginning Balance – 1/1/2023				\$67,233.78
Activity	Date	Amount	Purpose	
+	1/27/23	\$3,711.96	Gain on Investment	
-		\$76.88	Investment Fees	
Ending Balance 1/27/2023				\$70,868.86

Endowed Edward Jones – Pres Winslow Endowment

Beginning Balance – 1/1/2023				\$84,071.62
Activity	Date	Amount	Purpose	
+	1/27/23	\$4,319.60	Gain on Investment	
-		\$95.95	Investment Fees	
Ending Balance 1/27/2023				\$88,295.27

h. Endowed Edward Jones – Jon Graff, Ph.D. Fund

Beginning Balance – 1/1/2023				\$92,686.48
Activity	Date	Amount	Purpose	
+	1/27/23	\$5,111.91	Gain on Investment	
-		\$105.94	Investment Fees	
Ending Balance 1/27/2023				\$97,692.45

i. Endowed Edward Jones - Jennifer Lee Witt Memorial Scholarship Fund

Beginning Balance – 1/1/2023			\$187,352.17
Activity	Date	Amount	Purpose
+	1/27/23	\$10,782.94	Gain on Investment
-		\$214.37	Investment fees
Ending Balance 1/27/2023			\$197,920.74

j. Taking Flight Scholarship

Beginning Balance – 1/1/2023			\$55,924.96
Activity	Date	Amount	Purpose
+	1/27/23	\$3,095.20	Gain on Investment
-		\$63.94	Investment fees
Ending Balance 1/27/2023			\$58,956.22

k. AndyVon Cash Account

Beginning Balance – 1/1/23			\$415,641.65
Activity	Date	Amount	Purpose
-	1/27/23	\$16,500.00	Assets withdrawn from account
+		\$212.20	Change in value (interest)
Ending Balance 1/27/2023			\$399,353.85

l. Mary Kay Smith Lindy Endowment

Beginning Balance – 1/1/23			\$17,716.89
Activity	Date	Amount	Purpose
+	1/27/23	\$850.63	Gain on Investment
-		\$18.83	Investment Fees
Ending Balance 1/27/2023			\$18,548.69

Report of Endowed Funds as of 1/27/2023 –

Name of Account	*One Year Ago	Current	Change
Smith	\$131,639.82	\$122,198.77	-\$9,441.05 (-7.2%)
Lisitzky	\$53,057.68	\$49,509.22	-\$3,548.46 (-6.7%)
Endfield	\$74,854.12	\$70,868.86	-\$3,985.26 (-5.3%)
NPCFF	\$558,276.47	\$517,236.05	-\$41,040.42 (-7.4%)
Winslow	\$94,453.65	\$88,295.27	-\$6,158.38 (-6.5%)
Jon Graff	0	\$97,692.45	N/A
Jennifer Witt	\$213,889.38	\$197,920.74	-\$15,968.64 (-7.5%)
Taking Flight	\$56,386.17	\$58,956.22	+\$2,570.05 (+4.6%)
AndyVon	0	\$399,353.85	N/A
Mary Kay Smith Lindy	\$19,373.53	\$18,548.69	-\$824.84 (-4.3%)
Total	\$1,201,930.82	\$1,620,580.12	+\$418,649.30 (+34.8%)

*Change shows general trends only. Change includes gains and losses based on interest, but also includes gains based on assets added to the accounts through donations and revenues, and losses based on assets withdrawn from accounts for scholarship awards. Amounts highlighted in turquoise show less loss, due to continued donations.

V. Director’s Report/Old Business – Betsyann Wilson –

A. Update on Spring 2023 Scholarships – Martin Lucas Memorial Scholarship and CASO Student Scholarship, along with AndyVon Transportation Grants; Total dollars awarded to date for Spring 2023 – Betsy reported that she has received nine applications for the Spring 2023 CASO Student Scholarship, and nine for the Martin Lucas Memorial Scholarship. The deadlines for these scholarships are March 1 and March 2, respectively. Betsy asked for volunteers to serve on both review committees. She stressed that she wanted most of the CASO review committee to consist of CASO members, but she would like a couple of NPCFF board members as well.

Betsy reported on total dollars awarded to date for Spring 2023: In academic year 2014-15 (fall 2014-spring 2015), the first full year of NPC Friends and Family’s operations, after reorganizing the NPC Foundation, NPCFF awarded a total of \$18,390 in scholarships to 29 unique students. (In fall 2014, we awarded \$3,140.00 to 7 students; in spring 2015, we awarded \$15,250.00 to 22 students.) In AY 22-23, NPCFF has awarded \$187,368.00 to date to 107 unique students. (In fall ’22, we awarded \$85,928.00, and in spring 23, we’ve awarded \$101,440.00.) Of the 22-23 awards, \$71,000.00 came from AndyVon. Of this, \$11,000.00 was awarded for the AndyVon Academic Scholarship for Native American Students and \$60,000.00 (\$1500.00 each for 20 students per semester) for the AndyVon Transportation Grant for Native American Students. In the current semester, the average

applicant for the AndyVon Transportation Grant travels over 320 miles per week, every week, to attend in-person classes, with four students traveling 400+ miles, two traveling 500+ miles, and one traveling 748 miles per week. In spring 2023, we were also able to award an additional \$25,000.00, thanks to a gift from Mrs. Marilyn Shenn. Mrs. Shenn requested that her donation be used for additional awards, because of her concern for NPC students being impacted by inflation.

Working through Paul Hempsey, Administrative Assistant to Dr. Hazelbaker, Betsy requested privately that the Northland Pioneer College District Governing Board write a thank-you letter to AndyVon, Mrs. Shenn, and Peter and Georgia Windhorst. Board Secretary Everett Robinson will write the letters and bring them to the March District Governing Board meeting for signatures.

B. Update on Spring 2023 Donations – Betsy reported that the January 4 donation of \$65,000.00 from Peter and Georgia Windhorst is being held in the Unrestricted Scholarships account until the markets stabilize. Betsy reminded the group that, per the Gift Acceptance Procedure, this gift is considered a “Windfall”, which is defined as an unrestricted, unbudgeted “Bequest” or outright gift of any amount greater than “the Threshold Amount,” which is \$50,000.00. Per the procedure, not less than fifty-percent (50%) of all Windfall gifts received during any budget year should be allocated to the Foundation Endowment Fund. Exceptions to this policy will require a majority vote of the NPCFF Board. Betsy does not feel a vote is needed at this time, since the funds will be invested when the markets are less volatile. For now, the Windfall is protected from loss in the Unrestricted Scholarships account, which is a Money Market account. As future budgetary needs are considered, the board must be aware that at least \$32,500.00 is earmarked for the NPCFF Endowment, unless the board chooses to vote otherwise.

Betsy also noted that donations are somewhat down, not in number, but in amounts donated, due to the effects of inflation and poor market returns. The Windhorsts, in fact, donated \$5,000 less than they did in 2021.

C. Update on AZ Gives Day 2023 – The actual date of AZ Gives Day is Tuesday, April 4. Once again, we will be vying for bonus money in the Most Dollars Raised by a Medium-Sized Nonprofit. Betsy is working with the NPC Marketing team to decide whether or not to also pursue “Power Hour” challenges. She will ask if Chris Corbin of The House will give his \$6,000.00 gift for the NPC On The House Scholarships for the 23-24 academic year on AZ Gives Day, to incentivize giving. Betsy again cautioned that donations are somewhat down this year, due to poor market returns on donor investments, and the effects of inflation on everyone. She stressed that we will still do our best to finish strong on AZ Gives Day.

D. Update on Pedal the Petrified 2023 – Betsy reported she was is trying a new registration platform, RedPodium, because the one she has used for the past six years, active.com, had become so cumbersome for registrants to use. RedPodium turned out to have abysmal customer support, so she reverted to active.com. They’ve made some updates, which will hopefully make the user experience more friendly. She hopes to open registration for the September 30, 2023 event on March 6. She is awaiting some final information from the concessionaire at Petrified Forest National Park on offering prepaid lunches.

VI. New Business

A. NPC's First Bachelor's Degree and Implications for NPCFF Scholarship Applicants – Presentation by Dr. Allison Landy, Associate Dean, Educator Preparation Programs

Following Dr. Landy's presentation, which explained the need for the new Bachelor of Applied Science in Early Childhood Education, the genesis of the program, and the current status (the college hopes to launch in Fall 2023), Dr. Landy also explained the need for BAS students to apply for scholarships. This is due in part to the fact that, until the program receives accreditation from the college's accrediting body, the Higher Learning Commission (HLC), which will take about a year, students are ineligible for federal financial aid. Dr. Landy called for questions from the group. Terry Shove asked if there will be a tuition difference. Dr. Landy replied that those courses that are bachelor's-level (about 35 credits of the program) will be 150% of the AZ state community college rate – not the Navajo County NPC tuition rate. Terry also asked why are there no Early Childhood programs in Apache County. Dr. Landy replied that Kim Avery, ECD adjunct faculty for NPC, is coming to the next Round Valley school board meeting to present on starting an ECD program in Round Valley. She will be talking about a CTE program for high school, as well as an on-site CTE/ECD program. Terry asked if AZ Western College was one of the other state community colleges with whom Dr. Landy is seeking articulation agreements. Dr. Landy responded that it is not, and explained that AZ Western has strong agreements with state university programs, which are on-site at AZ Western. Because of these agreements, AZ Western is not pursuing bachelor's programs. Yavapai, Tohono O'odham, and Rio Salado are the colleges with which Dr. Landy is currently working. Claude Endfield asked if tribal scholarship offices been approached to provide funding for the students in the new BAS program. Dr. Landy has not yet communicated with tribal scholarship offices, but she appreciated the idea and said she would follow up. Claude noted that there is a tribal member (Derrick Leslie) on the NPC District Governing Board (DGB), and that he (Mr. Leslie) is also the director of the WMAT higher education program. Dr. Landy agreed and noted that she has made regular presentations to the NPC DGB throughout the program development, so Mr. Leslie is up-to-date. She also noted that Cotillion Sneddy, who is an NPC ECD faculty, has been appointed to the New Mexico Governor's Office as a tribal liaison for early learning. She may be able to assist with leveraging scholarship funds. Rebecca Hunt asked if students will be able to do associate degree and bachelor's degree work concurrently? Dr. Landy said they are kind of doing that...they can't do it with upper-division courses, but there is a set of lower-division courses that can do double duty toward associate and bachelor's degree requirements. Lower division courses will be called, "bridge courses", so they're covered by First Things First funding. The first fall block of courses are courses toward the bachelor's degree, so students can be moving into them. We can't say they're pursuing the bachelor's degree until it's approved, but they can enroll.

There were no further questions. Betsy will put the discussion of how to support BAS students with NPCFF scholarships on the agenda for the March meeting. The group thanked Dr. Landy for her presentation, and she left the meeting.

B. Discussion Item: End-of-Term for Officers – Secretary Claude Endfield, May 2023; Treasurer Wendy McVicker, July 2023 – Betsy reminded the group that they voted in April 2018 to stagger the terms of officers, so there would never be a single year when all officer positions had to be filled. In April 2018, Claude was elected to serve a one-year term as secretary, then she was elected in May 2019 to serve a three-year term. Betsy noted

that she should have reminded the group to elect a secretary last May, and apologized to the group for the oversight. Wendy McVicker has served two consecutive terms as treasurer. Per the NPCFF bylaws, “No officer shall serve more than two consecutive terms, unless approved by a majority of the Board of Directors.”

Betsy expressed thanks to both Wendy and Claude for their service. Betsy recommended that the board elect a secretary for a two-year term in April, to get back on the staggered term model, and that they elect a treasurer at the annual board retreat in June to serve a three-year term. This would mean the president and vice-president terms will end in May 2024, the secretary in 2025, and the treasurer in 2026. She will send the group “position descriptions” for these officer roles before the next meeting. She called for discussion and suggestions.

Pat Ceballos suggested the board could vote to approve Wendy for another term. Betsy noted that would also be up to Wendy whether she wanted to serve. Terry Shove suggested moving the election of both of these officer positions to the annual board retreat, to get us back on schedule for holding elections during the retreat, and to get us back on schedule with the staggered terms as Betsy suggested. This was not an action item, so Betsy will put it on the March agenda as an action item. (Requesting that Wendy and Claude serve until the board retreat, then electing a secretary for a two-year term, and a treasurer for a three-year term.)

Betsy will send the “job descriptions” from the bylaws for the secretary and treasurer and put nominations as an action item on the April agenda.

C. Discussion Item: Date/location of annual board retreat – June/July 2023 – The group decided on Apache County. Terry Shove will find out if we can use the Udall Room at the Historical Society Museum in Springerville. The date was set for Tuesday, June 13 from 9:30-3:30. We will hold a regular, monthly meeting from 9:30-11:00, then have lunch catered from Avery’s, then hold the retreat from 12:30-3:30.

VII. **Next Meeting**– Monday, March 20 3:30-5:00 p.m. at the Painted Desert Campus in Holbrook – Learning Center Room #142, with a WebEx option.

VIII. **Adjournment** – Pat Ceballos made a motion to adjourn; Wendy McVicker seconded the motion. The meeting was adjourned by Terry Shove at 4:51 p.m.