AGENDA – NPC FRIENDS & FAMILY BOARD MEETING

Empowering students and promoting lifelong learning through advocacy, volunteerism, fund raising, and awarding scholarships

Monday, January 12, 2026 – 3:45 p.m.- 5:15 p.m. – Winslow/Little Colorado Campus – Learning Center Room 109 with WebEx option

I. **Call to Order – Terry called the meeting to order at 3:54 p.m., January 12, 2026.**

II. **Roll Call and Introductions – Present included Terry Shove** (President; Apache County Rep); **Wendy McVicker** (Remote - Treasurer; Snowflake/Taylor-Silver Creek Campus Rep); **Pat Ceballos** (Remote-Winslow-Little Colorado Campus Rep); **Claude Endfield** (Remote - Whiteriver Center Rep); **Tonya Thacker** (Remote - Secretary – Kayenta Center Rep); **David Wright** (Vice-President; Holbrook – Painted Desert Campus Rep); **Jesse Reeck** (Development Director-Executive Director of NPCFF); **Karen Zimmerman** (Development Coordinator, NPCFF); **Mark Vest** (Remote-Show Low Rep– White Mountain Campus Rep); **Cara Dukepoo** (Remote-Hopi Center Rep)

III. **Action Item: Approval of the Minutes of the November 20, 2025 meeting:** (Attachment) **David made a motion to approve the minutes, as presented; Pat seconded the motion.** Terry pointed out that there was an error in the minutes: David called the meeting to order, not Terry. David changed his motion to “as amended”. **All voted in favor; no abstentions.**

IV. **Action Item: Approval of Financial Reports for November and December, 2025 – NPC Friends and Family Treasurer Wendy McVicker:** (Balance Sheet, Balance Sheet Comparison, & Transaction Detail by Account – November & December 2025 – Attachments) **David made a motion to accept the report; Tonya seconded the motion. Discussion:** Wendy presented reports provided by Jesse, noting that November was a better month in terms of returns on endowments, December was slower but still had gains. The stock market is doing fine, greed on the “fear and greed index”—short term prospects are pretty good. On the transaction detail there was a charge on Betsy’s card that was for an old website domain that we have and no longer use. Jesse is trying to get that Visa account closed and the charge refunded. **All voted in favor; no abstentions.**

V. **Director’s Report/Old Business – Jesse Reeck –**

A. Report on Spring 2026 scholarship applications and awards (Attachment)**:** Jesse presented the report, noting the increase in the number of qualified applicants and the decrease in the percentage of applicants awarded. She pointed out the total dollar amount of scholarships awarded and the funds still available to disburse this semester. She thanked the Board for approving the additional twelve “Extra Effort” scholarships for SP26 and highlighted the need to expand the number of awards provided to better meet student needs and engagement.

Terry expressed that having a more competitive application process is a good thing. Jesse agreed but also shared her perspective that she would like to award as many qualified students in need as possible. Mark asked about the AndyVon Transportation Grant and Jesse provided a history of AndyVon and current NPC supports for available for transportation.

B. **Upcoming SP26 Awards: AndyVon Transportation Grant & CASO Student Scholarship**: Jesse reported that the email notifying students of these awards went out today. Once AVTG application was already received last Friday.

C. **Report on donations received over the 2025-26 holiday season** (Attachment): Jesse presented the report, noting that AndyVon gave an unanticipated additional $100,000 gift and that several of the expected annual gifts did come in. The difference in holiday giving largely stemmed from additional AndyVon and Mary Kay Smith Lindy restricted gifts last year.

D. **Update on AwardSpring Implementation:** Jesse & Karen have been working with AwardSpring reps to establish the application site and NPC IT staff have established the “single sign on” access to the platform, so students can use their student login credentials to access the application. The “Grand Tour” with an AS rep will take place tomorrow, 1/13/26, and then student volunteers will test the application process. Some changes were made to the application: based on guidance on best practices from AwardSpring staff, the personal essay for the general app has been broken up into 4 short answer questions. As many awards as possible have been connected to that general application, with students then being able to apply to opportunities with additional requirements by just adding more information, recommendation letters, or essay responses. Next steps: student/applicant testing, developing reviewer rubrics, and testing the review process.

E. **Update on NPC Communities Gala Planning:** Jesse & Karen have been meeting with Dr. Lawson and a committee from facilities and marketing to begin developing the proposed gala plan. Key elements:

- The gala is to be held in the renovated multipurpose building at the Winslow Campus on Friday, November 6, 2026
- The event will center on Celebrating Our Communities with an emphasis on the 100th anniversary of Rt 66 (which we also hope to highlight with Pedal the Petrified this year)
- Dr. Lawson has agreed to provide the budget for this year’s event, with the hope that it will bring in enough money to fund next year’s event
- This first year will be more establishment and celebration, with subsequent years aiming to raise more funds for scholarships

Pat, Terry, and David questioned the structure and wisdom of the proposed event. is thankful that the Foundation is not being asked for money to support the event, but non-financial resources such as staff time will be drawn away from critical Foundation missional activities. He tabled his additional concerns until the MOU discussion. Wendy expressed concern that the NPC President is dictating events and work tasks for NPCFF staff members. Wendy asked for a roughed-out budget for a future board meeting. She also suggested that Dr. Lawson should present ideas like this directly to the Board, rather than dictate to them. The rest of the Board agreed. David also noted that there are political ramifications for pushback given the tension of NPCFF staff being NPC employees and the apparent favored status this event holds with the President.

F. **Update on preparations for AZ Gives Day 2026: Tuesday, April 7, 2026:** Jesse & Karen are working with NPC's Marketing Department to develop the AZ Gives 2026 campaign, theme: "Growing Needs—Growing Futures". Next steps include developing student stories and sub-campaigns, potentially around the Surg Tech program, expanding the VAL153 Memorial Scholarship to honor fallen first responders across the White Mountains, and/or an award honoring former DGB member Frank Lucero. Preparations have already begun, but the actual marketing push will roll out the first week of April to maximize potential bonus funds for day-of giving.

G. **Review – Outcomes for 2nd Quarter Operational Plan** (Attachment): Terry expressed that there is a lot of progress being made.

VI. New Business

A. **Discussion: 26-27 Golden Eagle Scholarship in Honor of Frank Lucero –** Jesse is considering using the 26-27 Golden Eagle Scholarship to honor deceased DGB member Frank Lucero, announcing it at the DGB meeting next week, sharing it college-wide, and using it as a sub-campaign for AZ Gives Day and wanted Board feedback on the idea. Karen clarified Betsy's vision with the original Golden Eagle Fund and that we could award multiple awards in honor of different people. Everyone expressed support.

B. **Discussion: Ideas on expanding the number and type of NPCFF awards –** Given the gaps between number of awards and number of qualified applicants discussed in the SP26 Application report, Jesse solicited ideas and direction for how to bridge that gap. She would like to meet with Wendy to discuss developing a spending plan on the endowment and to use this tangible need to drive more focused fundraising moving forward. She asked if the board has a preference between simply increasing the number of Fill the Gap/Leg Up awards offered or adding new, specified awards, such as a transportation grant for non-tribal members or clinical/practicum semester awards. Terry recommended starting with the meeting with Wendy and evaluating what finances are available. David recommended reviewing the spending plans of other college foundations as a model. Tonya pointed out that we don't want to eat into the principal. Jesse explaind that with expected 7% growth, even a spending plan of 1-3% will allow us to give more scholarships and still grow the fund.

C. **Action Item: Approval of revised NPCFF-NPC MOU** (Attachment) **David made a motion to approve the revised NPCFF-NPC MOU; Tonya seconded the motion. Discussion:**

Jesse presented the revised MOU which provides for both her and Karen's positions but says that NPCFF is responsible for providing its own "permanent storage" facilities. She explained that grey-highlighted changes were replaced by the yellow-highlighted language in the "changes highlighted document", such as updating both NPC and NPCFF's Mission Statements.

With 6.2.1, Terry questions whether the NPC President is responsible for evaluating the Executive Director when the Board does its own evaluation every year and sends it to the President. She also said the Board puts forth who they would like hired, and the College hires. Jesse believes that the President also conducts a separate annual evaluation and that in the NPC organizational chart, the Executive Director reports to the President.

Mark said the adjustments in 4.2.4 & 5 6.2.1 & 3 are all connected. 4.2.4 & 5 are redundant and ambiguous. 6.2.4 should cover .5 as well in that all NPCFF staff are NPC employees. If Executive Director (ED) and Development Coordinator (DC) should be named, he provided the following language suggestion: *"4.2.4. hiring, compensating, and evaluating all NPC employees, including the Executive Director and Development Coordinator of the Foundation and all other employees who provide services to the Foundation"* to keep it inclusive rather than exclusive.

Mark moved on to 6.2.1 and said he assumed the tradeoff for keeping both positions was that we have to pay for Conex boxes. Terry pointed out that in the long-term storage may prove beneficial.

6.2.3 Discussion: Mark expressed concern about "community relations duties of NPC". It is too vague and allows too much flexibility in how NPCFF staff may be used. Jesse noted that it's the original language of the MOU, and it is what opens us up to Gala planning and additional activities not aligned with the Foundation's mission.

Possible revisions suggested: "No more than XX% of time on community relation duties for NPC."

Jesse shared that the discussion at the NPC level said the Development work that originally justified moving Betsy from .75 to FT and adding the DC is being removed from the ED position. NPC admin said if that work is leaving, the ED should really be a part of events like the Gala.

David suggested 25% of time could contribute to other NPC functions and responsibilities—shoot for 15%, maybe compromise at 20%. But identifying a limit would be very helpful. Terry agreed that limits would be good and suggested the entire sentence be removed entirely.

Tonya suggested that these revisions come from the Board as a body rather than from Jesse directly, since Jesse and Karen are in a tough position. Jesse said her hope going into the discussions was to extricate the work of the Foundation and the ED position from NPC and the External Relations office as much as possible, but the new position description is built on the original language of the MOU and she is unsure how to refine the "community relations duties" to have better boundaries.

David wondered if the NPC admin was trying to take advantage of the new ED. Jesse believes that it stems more from the President being new and her main goal of protecting both Foundation staff positions. Dr. Lawson deferred to Ms. Ellison, and her goal was just to have the Foundation pay for permanent storage. Revisiting the MOU and the changes at the College level just provides the moment to get more specific language.

Terry pointed out that community relations duties are not defined in the Foundation responsibilities in the MOU. Karen & Mark explained that those duties were about visibility of the College and the Foundation and trying to drum up donors, so Betsy visited civic functions and community events. Since it's not defined, the current administration may have a different vision for "community relations" and the size and scope of the Foundation has grown significantly. Terry agreed that the ED no longer has time to do that.

Claude asked if the position needed to be defined as 12, 10, or 9 month, but Terry didn't believe it needed to be defined there.

Mark summarized the revision suggestions: % of time limitation, strike the community relations sentence entirely, or tie duties to the mission of the Foundation.

Tonya asked if Jesse felt ok with the language of the MOU as written. Jesse said her original goal was just to protect Karen's job, but that with the current administration she does feel anxious about vague language, she is just unsure if this is the avenue or moment for pushing back.

Mark shifted the conversation to 7.3.1 & 2 and the language "as appropriate". Mark also has trepidation around the Gala and the vagueness of the language there. Suggestion: replace "as appropriate" with "at the discretion of the Foundation Board". Tonya and Terry expressed support for that change. This would allow for flexible boundaries as dictated by the Board. Karen pointed out that this could allow flexible response to changing administrators and priorities at the College. Wendy, Pat, and Claude also said the Board should be giving the approval.

Mark asked if changing the language in 7 would resolve the concerns around 6.2.3. Terry said no. Additional revisions are needed.

Mark—moved to table the consideration of the MOU and direct the Board President and one other Board member of her choosing to meet with VP Ellison about revisions to the MOU; Wendy seconded. All voted in favor, no abstentions.

D. **Action Item: Approval of 3rd Quarter Operational Plan** (Attachment) **Wendy made a motion to approve the 3rd Quarter Operational Plan; David seconded the motion. Discussion:** Jesse noted that much of this quarter is devoted to preparations for events later in the year. AwardSpring implementation will be a top priority to ensure a smooth transition for students and reviewers. Terry also emphasized the need for preparation for AZ Gives Day. Jesse agreed. **All voted in favor; no abstentions.**

E. Action Item: Approval of Student Success Workshop Incentives Mini Grant Proposal – Tonya Thacker (Attachment): **Mark made a motion to approve the Student Success Workshop Incentives Mini Grant Proposal; Pat seconded the motion. Discussion:** Tonya presented the proposal. This is an established program with 11 students who participated in 24-25 with an NPCFF mini-grant funding 3-credit waivers and then again in FA25 without an established incentive. This would reward students who came to the workshop. Terry supported the goal of providing student success workshops. Mark asked about the timing and purpose. Tonya explained that there was a timing issue so this is a retroactive reward. Mark requested that future approvals take place prior to an event. **All voted in favor; no abstentions.**

VII. **Next Meeting:–** 3:45 p.m. on Monday, February 9, 2026 – Show Low, WMC

IX. Adjournment: 5:29 p.m.