MINUTES – NPC FRIENDS & FAMILY BOARD MEETING

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

Monday, April 13, 2026 – 3:45 p.m.- 5:15 p.m. – Snowflake/Silver Creek Campus – Student Center Conference Room with WebEx option

I. **Call to Order – Terry called the meeting to order at 3:54 p.m., April 13, 2026.**

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

III. **Action Item: Approval of the Minutes of the March 16, 2026 meeting:** (Attachment) David made a motion to approve the minutes, as presented; Claude seconded the motion. No discussion. All voted in favor; no abstentions.

IV. **Action Item: Approval of Financial Reports for March, 2026 – Jesse Reeck:** (Balance Sheet, Balance Sheet Comparison, & Transaction Detail by Account – March 2026 – Attachments) **Pat made a motion to approve the March Financial Reports; Claude seconded the motion. Discussion:** Jesse reported with the market instability all the endowed funds had lost value at the end of March, but that they were already about halfway recovered. Even with the planned endowment spending, there is no need to take funds out of the endowment account at this point, so we should be able to ride out these fluctuations. Several sizeable gifts came in to fund restricted scholarship awards for the 26-27 academic year. **All voted in favor; no abstentions.**

V. **Old Business**

A. **Director's Report – Jesse Reeck**

a. **Report on AZ Gives Day** (Attachment) Jesse shared the final giving totals for unrestricted and restricted funds and thanked everyone for their support and generosity. The total amount given was just under $44,000, very similar to last year's event.

b. **Update on FA26 Scholarship Application Cycle—closes this Thursday**

i. **Early apps** – We received many early applications and the first 30 will be given the additional $100 bonus.

ii. **Processing in AwardSpring** – Jesse & Karen are still working out kinks but overall, the application appears much easier for students to navigate and reviewers should have an easier time as well.

   iii. **Reviewers Needed** – Jesse asked for board members to help review and to pass along names of any friends or family members who might also be willing to help.

c. **Update on PTP26 – Donations added to registrations** – Jesse discovered that when riders added donations to their registrations those weren't immediately available to view, but she has found a method of contacting Active.com in order to get that information and thank those donors.

B. **Discussion: Review outcomes for 3rd Quarter Operational Plan** (Attachment) All objectives are either ongoing or completed.

C. **Action Item: Approval of revised NPCFF-NPC MOU** (Attachment) **David made a motion to approve the revised NPCFF-NPC MOU; Mark seconded the motion. Discussion:** Jesse explained that the only changes Dr. Lawson made to the language in the MOU were to flesh out the District Governing Board & NPC President's responsibilities. Mark agreed that all were still accurate and aligned with statute so could move forward with no impact to the operations of the Foundation. **All voted in favor; no abstentions.**

D. **Discussion: New Board Member Nominations –** Jesse has spoken with LauraLyn Scott. David is contacting Karen Abels. Mark suggested Rochelle Lacapa.

VI. New Business

A. **Action Item: Approval of Finalized 26-27 Endowment Spending Plan** (Attachment): **Pat made a motion to approve the Finalized 26-27 Endowment Spending Plan; David seconded. Discussion:** Jesse walked back through the proposals which solidify the plans discussed at the March board meeting. Pat confirmed that these are pilot awards only implemented for one year and then reassessed. The spending plan includes an adjustment to the 25-26 Budget to provide for awarding FA26 awards through the summer. **All voted in favor; no abstentions.**

B. **Action Item: Acceptance of quote of $8,500.00 from BDRRichards, CPAs, to conduct the 25-26 audit and prepare the 25-26 Form 990 for taxes. Claude made a motion to accept the quote of $8,500.00 from BDRRichards, CPA's to conduct the 25-26 audit and prepare the 990; Pat seconded. No discussion. All voted in favor; no abstentions.**

C. **Action Item: Approval of 4th Quarter Operational Plan** (Attachment) **David made a motion; Claude seconded. Discussion:** Jesse explained that the 4th Quarter Operational Plan mirrors last year's with the noted addition of implementing the AwardSpring software for application management that is already in progress. **All voted in favor; no abstentions.**

D. Discussion: Board Training on AwardSpring reviewer experience – Jesse walked through the reviewer process. Terry suggested attaching a printable version of the rubric when instructions are emailed out to reviewers.

VII. **Next Meeting:–** Annual Retreat & May Meeting – Tuesday, May 26, 2026, 10:00 a.m. – 4:00 p.m., NPC's Hopi Center & First Mesa

IX. Adjournment The meeting was adjourned at 4:49 p.m.