MINUTES – NPC FRIENDS & FAMILY BOARD MEETING

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

Monday, August 17, 2026 – 3:45 – 5:15 p.m. – NPC Snowflake/Silver Creek Campus, Student Center Conference Room or via WebEx

I. **Call to Order – Terry called the meeting to order at 3:55 p.m.**

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

III. **Terry adjusted the agenda to allow Dr. Raisor to present about Renewable Energy Training Programs at NPC prior to regular board business. Discussion:** Dr. Raisor presented the Real AZ July 2026 Economic Development Summary Report on Navajo and Apache Counties, highlighting the growing presence of energy companies and projects in the region. He explained that NPC does not take sides in project approval recommendations, but once employers are established in the region, NPC is committed to providing the workforce training needed to support our students entering those industries. He said NPC currently offers NCCER renewable energy certifications, and Jesse said she will circle back to Triple Oak to identify which certifications they recognize and recommend. Terry and David raised concerns and questions about which projects were going through and the impact on the environment and communities. Jeremy reiterated that NPC doesn't have a say in any of the approval processes, just in providing training for established employers.

IV. **Action Item: Approval of the Minutes of the May 26, 2026 Annual Retreat & Monthly Meeting and the July 13, 2026 Meeting:** (Attachments) **Tonya made a motion to approve the minutes, as presented; David seconded the motion. No discussion. All voted in favor; no abstentions.**

V. **Action Item: Approval of Financial Reports for May, June, & July 2026 – Mark Vest:** (Balance Sheet, Balance Sheet Comparison, & Transaction Detail by Account – May, June, & July 2026 – Attachments) **Tonya made a motion to approve the May, June, & July 2026 Financial Reports; Pat seconded the motion. Discussion:** Jesse provided a brief summary that no unexpected income or expenditures have occurred. Some summer funds that have been approved have yet to be billed due to processing delays in the Business Office. **All voted in favor; no abstentions.**

VI. **Old Business**

A. Director's Report – Jesse Reeck

a. The audit came in last week
b. We provided **$251,630.85** in scholarships, testing fees, emergency funds, & mini grants during academic year 25-26
c. Summer scholarships have been awarded, including Kickstart, Corky Elikann, Summit, Massage, and the White Mountain Fallen Firefighters and Darrin Reed Foundation First Responders
d. CASO Student & Transportation Grants will open Monday August 24th
e. Jesse & Karen are discussing expanding AwardSpring to include other scholarships and support opportunities to streamline student applications and reduce stacking of awards
    i. A potential benefit/expansion we might consider is then adding Donor Management to our AwardSpring subscription to help coordinate donor records & payment/event platforms
f. Updates to restricted funds per conversations with donors/scholarship spokespeople: The Martin Lucas Memorial Scholarship is ready to be endowed at $30,000 with continued donations from the family providing the annual scholarships and increasing the principle; The Pres Winslow Memorial Fund is going to increase the number and amount of scholarships every semester.
g. Pedal the Petrified planning is in full swing: 176 registered riders; volunteers are signing up but Board members are invited to be present at the event or to donate food/supplies; sponsorships from Summit and La Posada have continued with new sponsorships from Basha's and the Navajo County Board of Supervisors.

B. Action Item: Approval of NATC Funding Request (Attachment) **– Mark moved that we deny the request as it has nothing to do with the mission of the Foundation; Pat seconded the motion. Discussion:** Terry agreed—not related to foundation and serves small number of students. Mark: it's needed, just not the mission of our organization. Terry: Rich needs to ask people that use it. Mark: founding documents, it's the job of the College and it's partners. **All voted in favor of denying the request. No abstentions.**

C. Action Item: Approval of Revised NPCFF Bylaws (Attachment) – **Pat moved to approve the revised F&F bylaws. Tonya seconded. Discussion:** Jesse reviewed the changes which stem from discussions at the May Annual Retreat. **All voted in favor of approving the revisions. No abstentions.**

VII. New Business

A. Action Item: Acceptance of the FY25-26 Audit Report (Attachment) – **Jesse Reeck – David moved to accept the FY25-26 Audit Report as presented. Tonya seconded the motion. Discussion:** Jesse and Terry noted some differences in the way the audit recorded activity this year, including: Accounting for salaries in office space as in-kind contributions from NPC and operational expenses for NPCFF; accounting for restricted scholarships as being "released from restrictions" when disbursed; and only recording

Pedal the Petrified revenues as “special event revenues” while AZ Gives income was recorded under contributions. Terry asked Jesse to revisit that last difference with the auditors to ensure clarity and consistency moving forward. **All voted in favor of accepting the audit with the guidance provided. No abstentions.**

B. Discussion: Possible Board Committees on ED Performance Evaluations & Mini-Grant Processes – Jesse noted that during the retreat, concerns were raised about the executive director performance evaluation tool and the mini-grant processes. She asked if the board would like to establish committees to work on updating those procedures or if individuals could make the revisions and bring them to the board. Terry felt that it would be easiest for individuals to make the changes. Jesse will take on Mini-Grant Processes; Terry ED Performance Evaluation.

C. Discussion: Size & Number of Awards – This discussion was postponed due to a future meeting.

VIII. **Next Meeting:– Monday, September 14th, at 3:45, at WMC/Show Low**

IX. Adjournment – The meeting adjourned at 5:37 p.m.