

MINUTES – NPC FRIENDS & FAMILY BOARD MEETING

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

Monday, March 18, 2024 – 3:30 p.m. – 5:00 p.m. Little Colorado Campus, Learning Center, Room 109 with WebEx option

- I. **Call to Order** – President Terry Shove called the meeting to order at 3:36 p.m.
- II. **Roll Call and Introductions – Present in-person included** Terry Shove (President – Apache County); Pat Ceballos (VP – Little Colorado Campus); Betsy Wilson (Executive Director). **Present on WebEx included** Wendy McVicker (Treasurer – Silver Creek Campus); Jon Saline (White Mountain Campus); Becca Hunt (NPC Internal Contact).
- III. **Action Item: Approval of the Minutes of the February 16, 2024 meeting:** Pat Ceballos made a motion to approve the minutes as presented; Jon Saline seconded the motion. No discussion. All voted in favor; no abstentions.
- IV. **Action Item: Approval of Financial Report – NPC Friends and Family Treasurer Wendy McVicker:** Wendy thanked Betsy for preparing the report, noting that the first round of AndyVon Transportation Grants had been awarded, and also that donations had been received through PayPal. She also called attention to the growth in the endowed accounts, continuing a trend from last month. Betsy commented that the PayPal donations are held in the PayPal account, then she transfers them each quarter. The donations transferred were from Q2 and Q3 of the 23-24 fiscal year. Betsy explained that the funds are transferred into the Unrestricted Scholarships account, then any that were designated for restricted scholarships are transferred to the Restricted Scholarships account, and the spreadsheet pages for those restricted scholarships are updated accordingly. **Jon Saline made a motion to approve the financial report as presented; Pat Ceballos seconded the motion. There was no discussion. All voted in favor; no abstentions.**

Financial Statement – NPC Friends and Family – February, 2024

a. Operational Checking Account Activity

Beginning Balance – 1/31/2024						\$40,275.68
Check #	Date	+/-	Amount	Payee/Payer	Purpose	
TRANSFER	2/14/2024	-	\$68.03	OC to RS	Correction of transfer from January statement	
TRANSFER	2/14/2024	+	\$136.06	RS to OC	Correction of prior correction. The amount of \$68.03 should have been transferred from RS to OC. This action reverses the prior transfer, and transfers the correct amount.	
Ending Balance 2/29/2024						\$40,343.71

b. Restricted Scholarships (Money Market) Account

Beginning Balance – 1/31/2024						\$257,319.12
	Date	+/-	Amount	Payee/Payer	Purpose	
107	2/6/2024	-	\$9,000.00	NPC Business Office	SP 24 AndyVon Transportation Grants – Round 1	
TRANSFER	2/7/2024	+	\$9,000.00	EJ – AndyVon	Funds transfer to cover SP 24 AndyVon Transportation Grants – Round 1	
TRANSFER	2/12/2024	+	\$2,000.00	US to RS	Received check # 157974 from NPC in the amount of \$4000.00. This includes refunds in the amount of \$1000 each for M Toone and K Robertson, both of whom won FTG/LU scholarships, but did not register for classes, and \$500 each for K Flake (Endfield – did not register), B Parent, D DeClay, and M McGavock (Endfield – I inadvertently paid their scholarships for SP 24 twice). Deposited into US account, then transferred \$2000 from	

					US to RS, since the Endfield refunds are RS scholarships.
Deposit	2/12/2024	+	\$250.00	Donor	Proceeds from sale of juniper table for CASO Student Scholarships fund
TRANSFER	2/14/2024	+	\$68.03	OC to RS	Correction of transfer from January statement
TRANSFER	2/14/2024	-	\$136.06	RS to OC	Correction of prior correction. The amount of \$68.03 should have been transferred from RS to OC. This action reverses the prior transfer, and transfers the correct amount.
TRANSFER	2/14/2024	+	\$1,130.00	US to RS	Restricted donations made via PayPal (\$1,100 for 50 th Anniversary scholarship fund + \$30 for Pres Winslow)
109	2/15/2024	-	\$511.54	Paul Hempsey	Reimbursement for CASO Care Fund expenditures
	2/22/2024	+	\$2,000.00	WM Econ Development	Donation for two \$1,000.00 EIT scholarship
110	2/22/2024	-	\$312.00	NPC Business Office	Supplemental scholarship for BAS-ECE student, paid from Claude Millet Endfield ECD scholarship fund, with Claude's permission
104	2/26/2024	-	\$500.00	Scholarship	Additional Taking Flight scholarship for 23-24 awardee, per request from Amy Henderson
Interest	2/29/2024	+	\$254.99	Interest	1.25% APR
Ending Balance 2/29/2024	\$261,562.54				

c. Unrestricted Scholarships (Money Market) Account

Beginning Balance 1/31/2024	\$269,120.37				
Check #	Date	+/-	Amount	Payee/Payer	Purpose
109	2/7/2024	-	\$246.00	NPC Business Office	Placement Testing scholarship + Emergency Fund

Deposit	2/12/2024	+	\$4,000.00	NPC Business Office	Scholarship refunds (see below)
TRANSFER	2/12/2024	-	\$2,000.00	US to RS	Received check # 157974 from NPC in the amount of \$4000.00. This includes refunds in the amount of \$1000 each for M Toone and K Robertson, both of whom won FTG/LU scholarships, but did not register for classes, and \$500 each for K Flake (Endfield – did not register), B Parent, D DeClay, and M McGavock (Endfield – I inadvertently paid their scholarships for SP 24 twice). Deposited into US account, then transferred \$2000 from US to RS, since the Endfield refunds are RS scholarships.
TRANSFER	2/14/2024	+	\$2,300.00	PayPal to US	Donations made via PayPal for second/third quarters – FY23-24
TRANSFER	2/14/2024	-	\$1,130.00	US to RS	Restricted donations made via PayPal (\$1,100 for 50 th Anniversary scholarship fund + \$30 for Pres Winslow)
Deposit	2/22/2024	+	\$113.96	Donation	Honeywell International Charity Matching on behalf of donor
110	2/26/2024	-	\$200.00	Student	Emergency Fund
AutoPay	2/27/2024	-	\$114.33	Deluxe	US Checks
Online deposit	2/28/2024	+	\$23.30	Am Online	Test donation
Online deposit	2/28/2024	+	\$1.40	UK Online	Test donation
Interest	2/29/2024	+	\$268.12	Interest	1.25% APR
Ending Balance	\$272,136.82				

d. NPCFF Endowment

Beginning Balance – 1/27/2024			\$550,515.60
Activity	Date	Amount	Purpose

+	2/23/2024	9,853.46	Gain on Investment
-		\$605.40	Investment Fees
Ending Balance 2/23/2024		\$559,763.66	

e. Smith Endowment

Beginning Balance – 1/27/2024		\$130,088.27	
Activity	Date	Amount	Purpose
+	2/23/2024	\$2,335.42	Gain on Investment
-		\$143.06	Investment Fees
Ending Balance 2/23/2024		\$132,280.63	

f. Lisitzky Endowment

Beginning Balance – 1/27/2024		\$52,607.50	
Activity	Date	Amount	Purpose
+	2/23/2024	\$1,026.11	Gain on Investment
-		\$46.97	Investment Fees
Ending Balance 2/23/2024		\$53,586.64	

g. Endfield Endowment

Beginning Balance – 1/27/2024		\$75,396.19	
Activity	Date	Amount	Purpose
+	2/23/2024	\$1,309.99	Gain on Investment
-		\$82.89	Investment Fees
Ending Balance 2/23/2024		\$76,623.29	

h. Pres Winslow Endowment

Beginning Balance –1/27/2024			\$93,978.10
Activity	Date	Amount	Purpose
+	2/23/2024	\$1,675.59	Gain on Investment
-		\$103.35	Investment Fees
Ending Balance 2/23/2024		\$95,550.34	

i. Jon Graff, Ph.D. Endowment

Beginning Balance – 1/27/2024			\$103,879.73
Activity	Date	Amount	Purpose
+	2/23/2024	\$1,788.04	Gain on Investment
-		\$114.23	Investment Fees
Ending Balance 2/23/2024		\$105,553.54	

j. Jennifer Lee Witt Memorial Scholarship Endowment

Beginning Balance – 1/27/2024			\$206,413.98
Activity	Date	Amount	Purpose
+	2/23/2024	\$3,884.48	Gain on Investment
-		\$226.99	Investment Fees
Ending Balance 2/23/2024		\$210,071.47	

k. Taking Flight Scholarship in Memory of Dr. Eric B. Henderson Endowment

Beginning Balance – 1/27/2024			\$62,691.72
Activity	Date	Amount	Purpose
+	2/23/2024	\$1,082.16	Gain on Investment
-		\$68.93	Investment Fees
Ending Balance 2/23/2024		\$63,704.95	

l. AndyVon Cash Account – No Report for January 2024

Beginning Balance – 1/1/2023			\$459,386.63
Activity	Date	Amount	Purpose
-	2/23/2023	\$9,000.00	Assets withdrawn from account
+		\$515.71	Interest
Ending Balance 2/23/2023		\$450,902.34	

m. Mary Kay Smith Lindy Endowment

Beginning Balance – 1/27/2024			\$19,266.71
Activity	Date	Amount	Purpose
+	2/23/2024	\$221.44	Gain on Investment
-		\$19.87	Investment Fees
Ending Balance 2/23/2024		\$19,468.28	

Report of Endowed Funds as of 1/26/2024 –

Name of Account	*One Year Ago	Current	Change
Smith	\$118,880.60	\$132,280.63	+\$13,400.03 (+11.27%)
Lisitzky	\$48,055.97	\$53,586.64	+\$5,530.67 (+11.5%)
Endfield	\$68,946.43	\$76,623.29	+\$7,676.86 (+11.13%)
NPCFF	\$503,173.53	\$559,763.66	+\$56,590.13 (+11.25%)
Winslow	\$85,900.53	\$95,550.34	+\$9,649.81 (+11.23%)
Jon Graff	\$95,040.77	\$105,553.54	+\$10,512.77 (+11.06%)
Jennifer Witt	\$192,088.73	\$210,071.47	+\$17,982.74 (+9.36%)
Taking Flight	\$57,353.99	\$63,704.95	+\$6,350.96 (+11.07%)
AndyVon	\$386,156.46	\$450,902.34	+\$64,745.88 (+16.77%)
Mary Kay Smith Lindy	\$18,134.61	\$19,468.28	+\$1,333.67 (+7.35%)
Total	\$1,573,731.62	\$1,767,505.14	+\$193,773.52 (+12.31%)

*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 growth due to continued donations.

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

A. Report on Scholarship Activity –

- a. Martin Lucas Memorial Scholarship Awardee for Spring 2024 –** Betsy reported that the awardee is once again David Cummins of St. Johns. David will complete his AAS in Welding in May, and now has plans to go on to a bachelor's degree. Betsy will be meeting with him to talk about options, including the All-AZ Academic Team scholarship and the new Bachelor of Applied Management through NPC.
- b. CASO Student Scholarship Awardee for Spring 2024 –** Betsy reported that two reviewers have yet to turn in their scores, so she will be able to announce the awardees at the April meeting.
- c. NPCFF Scholarship Applications for Fall 2024 received to date –** While all students received an email announcing the opening of the application window on March 1, Betsy has not yet received any complete applications, but she has received a number of essays for editing. She has also taught scholarship workshops for the Student Government Association and Winslow High School seniors.
- d. EIT/ITT Scholarships (New!) – Betsy reported that she received** two \$1,000 scholarships from an organization called White Mountain Economic Development. Betsy explained to the donor that the program (Energy and Industrial Technology, now Industrial Technology Training) is on hiatus until fall 2024. A new faculty member has redesigned the curriculum, and students may enroll for fall, so the scholarships will be rolled into the existing application cycle.

B. Status of Del E Webb Foundation Grant Proposal for NAT-IET Program – Betsy noted that no news has come on the proposal, but she should hear back by early April.

C. Annual NPCFF Board Retreat: Betsy confirmed that the retreat will take place on Friday, June 28, 2024, at the NPC Whiteriver Center – Room 118. She has asked Dr. Hazelbaker to join the group and share a “state of the college” address. She invited the group to include any questions they would like him to address. The broad agenda is as follows:

Annual Board Retreat – 9:30-11:30 a.m.

Lunch – 11:30 a.m. – 1:00 p.m.

June Meeting – 1:00 p.m. 2:30 p.m.

Betsy will check out a minivan from Silver Creek Campus. Anyone who would like to ride with her from there should meet at the campus at 7:30 on June 28.

D. Registrations for Pedal the Petrified 2024 – Betsy reported 92 registrations to date, totaling about \$12,999.00 in revenues.

E. Final plans for AZ Gives Day, Tuesday, April 2, 2024 – Betsy commended the NPC Communications and Marketing team under director Katie Matott for putting together a

great campaign. Betsy noted that she would share the campaign during the Board Development Presentation. (VII below.)

VI. New Business

- A. Discussion:** Nominations will be accepted for president and vice president of NPCFF as the first item of business on the retreat agenda on June 28. Terry Shove (President) and Pat Ceballos (Vice President) were elected in May 2021, to serve through June 2024. Both may run again, if they choose. Others may be nominated, or nominate themselves.

- VII. Board Development Presentation – AZ Gives Day: Inviting your circle to join you in giving!** Betsy explained that the power of AZ Gives Day is in getting others to join us in giving. Betsy acknowledged how uncomfortable she feels with fund raising, but she also noted that she is very comfortable, and even excited, about talking about NPC students! Betsy suggested that, rather than asking friends and family to make a donation, she invites them to “join her in giving” and directs her to the AZ Gives page at www.azgives.org/npcfriendsfamily. Betsy shared that page on the screen and demonstrated the student testimonials and how the donation function works. She encouraged all to share the link with their families and friends on April 2.

- VIII. Next Meeting:–** The next meeting will take place from 3:30 p.m.-5:00p.m. on Monday, April 22 at the Painted Desert Campus. Betsy will share the room and also the WebEx link.

- IX. Adjournment:** Terry Shove called for adjournment at 4:38 p.m.