

MINUTES – NPC FRIENDS & FAMILY BOARD MEETING

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

Monday, April 21, 2025 – 4:00 p.m.- 5:30 p.m. – Whiteriver Center with WebEx option

- I. **Call to Order – President Terry Shove called the meeting to order at 4:08 p.m.**
- II. **Roll Call and Introductions –** Members present in-person included Terry Shove (President, Apache County); Claude Endfield (Secretary, Whiteriver); Karen Zimmerman (Development Coordinator); Betsy Wilson (Executive Director). Members present on WebEx included Wendy McVicker (Treasurer – Snowflake – Silver Creek Campus); Cara Dukepoo (Hopi Center), Tonya Thacker (Kayenta Center), Pat Ceballos (Winslow – Little Colorado Campus); David Wright (Holbrook – Painted Desert Campus).
- III. **Action Item: Approval of the Minutes of the March 17, 2025 meeting: Pat Ceballos made a motion to approve the minutes as presented; David Wright seconded the motion. There was no discussion. All voted in favor; no abstentions.**
- IV. **Action Item: Approval of Financial Report for March 2025 – NPC Friends and Family Treasurer Wendy McVicker:** (Balance Sheet - March 2025 - Attachment) - Wendy noted the report in the agenda, prepared monthly by Betsy. She pointed out transactions, including the reimbursement of the NPC Business Office for Chromebooks purchased for students in the Del Webb grant. Wendy noted the losses on the endowed scholarships and that the markets are still tumbling. She noted that the Fear and Greed Index has shown “extreme fear” for some weeks, but reminded the group we are in it for the long haul. Recent losses are fairly significant, reportedly in response to concern over recent economic decisions by the administration. Wendy also went over the balance sheet as of April 1, 2025, noting that it is aligned with the financial report, and pointing out the \$2.7 million in total assets. Terry asked: During COVID, Betsy was depositing new contributions to endowed scholarships into the Restricted Scholarships (money market) account. She asked if the deposits had been moved from Restricted Scholarships into the endowment funds. Betsy responded that the funds that were added during COVID that had not since been awarded as scholarships, including the Mary Kay Smith Lindy fund and the Jon Graff, PhD, Fund, had been moved into the invested (endowed) accounts at Edward Jones, but that in light of the current volatility, new contributions, such as those for AZ Gives Day, would be held in Restricted Scholarships so the scholarships can be awarded for the Fall 2025 semester. **Claude Endfield made a motion to approve the financial report as presented; Tonya Thacker seconded the motion. There was no further discussion. All voted in favor; no abstentions.**

Financial Report – NPC Friends and Family – March, 2025

a. Operational Checking Account Activity

Beginning Balance – 2/28/2025						\$40,008.11
Check #	Date	+/-	Amount	Payee/Payer	Purpose	
TRANSFER	3/3/2025	-	\$158.99	RS Account	Purchase of checks – pd with Visa – Visa paid from RS account	
TRANSFER	3/31/2025	-	\$161.61	RS Account	Purchase of checks – pd with Visa – Visa paid from RS account	
Ending Balance 3/31/2025						\$39,687.51

b. Restricted Scholarships (Money Market) Account

Beginning Balance – 1/31/2025						\$219,571.19
Check #	Date	+/-	Amount	Payee/Payer	Purpose	
TRANSFER	3/3/2025	+	\$158.99	RS Account	Purchase of checks – pd with Visa – Visa paid from RS account	
Online Pmt	3/4/2025	-	\$1,766.68	Bankcard Center	February Visa payment	
151	3/6/2025	-	\$1,250.00	C Bahe	SP 25 Jean Elizabeth Memorial Scholarship	
Deposit	3/7/2025	+	\$1,000.00	Donor	Pres Winslow Memorial Scholarship	

150	3/18/2025	-	\$200.00	Cynthia Blevins	Reimbursement for NPC Care Fund purchases from CASO fund
TRANSFER	3/31/2025	+	\$161.61	RS Account	Purchase of checks – pd with Visa – Visa paid from RS account
152	3/20/2025	-	\$1,000.00	NPC Business Office	SP 2025 CASO Student Scholarships
153	VOID				
154	3/27/2025	-	\$5,312.92	NPC Business Office	Reimbursement to TAS fund for purchase of Chromebooks for DEWF student cohort
INTEREST	3/31/2025	+	\$45.98	Interest	0.25% APR
Ending Balance 3/31/2025	\$211,408.17				

c. Unrestricted Scholarships (Money Market) Account

Beginning Balance 2/28/2025	\$180,338.45				
Check #	Date	+/-	Amount	Payee/Payer	Purpose
133	3/20/2025	-	\$40.00	NPC Business Office	Accuplacer Testing
134	3/27/2025	-	\$314.00	NPC Business Office	GED Scholarships
Online Donation	3/31/2025	+	\$97.10	JustGiving	Donations through PtP registrations
INTEREST	3/31/2025	+	\$38.28	Interest	0.25% APR

Ending Balance 3/31/2025	\$180,119.83
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d. NPCFF Endowment

Beginning Balance – 3/1/2025			\$783,354.43
Activity	Date	Amount	Purpose
-	3/28/2025	\$19,584.17	Loss on Investment
-		\$716.37	Investment Fees
Ending Balance 3/28/2025			\$763,053.89

e. Smith Endowment

Beginning Balance – 3/1/2025			\$144,957.79
Activity	Date	Amount	Purpose
-	3/28/2025	\$4,041.17	Loss on Investment
-		\$132.77	Investment Fees
Ending Balance 3/28/2025			\$140,783.85

f. Lisitzky Endowment

Beginning Balance – 3/1/2025			\$58,092.46
Activity	Date	Amount	Purpose
-	3/28/2025	\$1,530.37	Loss on Investment
-		\$42.89	Investment Fees

Ending Balance 3/28/2025		\$56,519.20
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g. Endfield Endowment

Beginning Balance – 3/1/2025		\$84,375.93	
Activity	Date	Amount	Purpose
-	3/28/2025	\$2,201.36	Loss on Investment
-		\$77.22	Investment Fees
Ending Balance 3/28/2025		\$82,097.35	

h. Pres Winslow Endowment

Beginning Balance – 3/1/2025		\$104,740.09	
Activity	Date	Amount	Purpose
-	3/28/2025	\$2,913.00	Loss on Investment
-		\$95.91	Investment Fees
Ending Balance 3/28/2025		\$101,731.18	

i. Jon Graff, Ph.D. Endowment

Beginning Balance – 3/1/2025		\$210,332.89	
Activity	Date	Amount	Purpose
-	3/28/2025	\$5,110.21	Loss on Investment
-		\$192.31	Investment Fees
Ending Balance 3/28/2025		\$205,030.37	

j. Jennifer Lee Witt Memorial Scholarship Endowment

Beginning Balance – 3/1/2025			\$217,558.02
Activity	Date	Amount	Purpose
-	3/28/2025	\$5,501.66	Loss on Investment
-		\$199.12	Investment Fees
Ending Balance 2/28/2025		\$211,857.24	

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

Beginning Balance – 3/1/2025			\$70,152.55
Activity	Date	Amount	Purpose
-	3/28/2025	\$1,822.44	Loss on Investment
-		\$64.20	Investment Fees
Ending Balance 3/28/2025		\$68,265.91	

I. AndyVon Cash Account

Beginning Balance – 3/1/2025			\$615,903.69
Activity	Date	Amount	Purpose
+	3/28/2025	\$1,990.18	Interest
Ending Balance 3/28/2025		\$617,893.87	

m. Mary Kay Smith Lindy Endowment

Beginning Balance – 3/1/2025			\$49,118.11
Activity	Date	Amount	Purpose
-	3/28/2025	\$1,176.57	Loss on Investment
-		\$44.68	Investment Fees

Ending Balance 2/28/2025		\$47,896.86
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Report of Endowed Funds as of 3/28/2025 –

Name of Account	*One Year Ago	Current	Change
Smith	\$135,271.19	\$140,783.85	+\$5,512.66 (+4.08%)
Lisitzky	\$54,683.31	\$56,519.20	\$1,835.89 (+3.36%)
Endfield	\$78,289.53	\$82,097.35	+\$3,807.82 (+4.86%)
NPCFF	\$572,420.82	\$763,053.89	+\$190,633.07 (+33.30%)
Winslow	\$97,712.67	\$101,731.18	+\$4,018.51 (+4.11%)
Jon Graff	\$107,845.02	\$205,030.37	+\$97,185.35 (+90.12%)
Jennifer Witt	\$214,366.97	\$211,857.24	-\$2,509.73 (-1.17%)
Taking Flight	\$65,088.66	\$68,265.91	+\$3,177.25 (+4.88%)
AndyVon	\$451,305.82	\$617,893.87	+\$166,588.05 (+36.91%)
Mary Kay Smith Lindy	\$19,892.33	\$47,896.86	+\$28,004.53 (+140.78%)
Total	\$1,796,876.32	\$2,295,129.72	+\$498,253.40 (+27.73%)

*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 or transfer of funds

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

- A. Report AZ Gives Day 2025 –** Betsy reported that NPCFF won First Place in the category of Mid-Sized Nonprofits, which includes a bonus prize of \$3,000.00. A total of \$45,408.00 was raised from 112 unique donations. (\$320.00 came in after the deadline, so while it did not help us qualify for the first-place finish, it is still a great addition from the event!) Approximately 44% of donations were designated for named and memorial scholarships, with the Martin Lucas Memorial Scholarship bringing in \$6,143.00, the Taking Flight Scholarship in Memory of Dr. Eric B. Henderson netting \$3,948.00, the Mary Kay Smith Lindy Memorial Scholarship earning \$2,420.00, and the new Gene Schaechterle Memorial Scholarship earning \$2,077.00. The latter was established by established by NPC English Faculty Inez Schaechterle and PDC Associate Librarian Michael Wetta in memory of Inez' father, who was also Michael's uncle. It will provide \$500 per semester to a student in a CTE program. Other named and memorial scholarships receiving designated donations included the Arvin Palmer, PhD, Memorial Scholarship; scholarships designated for the Bachelor of Applied Science in Early Childhood Education and the Bachelor of Applied Management programs; the Claude Millet Endfield Early Childhood Development Scholarship; the Charles E. Lisitzky Memorial Scholarship; the Doris Reed Nursing Scholarship; the Jeanne Swarthout, PhD, Presidential Excellence Scholarship; the Jennifer Witt Memorial Scholarship; the Newman Family Memorial Scholarship; the VAL 153 Memorial Scholarship; the NPC Therapeutic Massage Scholarship; and the Tim Shove Memorial Scholarship.

Betsy noted many of the donations received came from friends who reside outside of the NPC service area, and even outside of Arizona. Many of them came to know NPCFF through Pedal the Petrified. She reiterated that AZ Gives Day is not only a great fund-raising event, but an event that provides NPCFF and Northland Pioneer College with recognition and exposure outside of the NPC service area. Of the 747 nonprofits across Arizona who participated, NPCFF finished 9th for the most dollars raised by a nonprofit of any size. This is something to be extremely proud of.

- B. Update on Fall 2025 scholarship applications and awards – Applications received by deadline of April 17 at 12:00 noon, MST; Applications received by April 3, qualifying for a \$100 award.** Betsy thanked the group for having approved the awarding of \$100 to those applicants for the Fall 2025 scholarship cycle who submitted a complete application by April 3. She noted that 23 applicants met this criteria. This is an improvement over past semesters, when 10-15 applicants applied within two weeks of the scholarship deadline. Betsy noted that she and Karen still experienced a spate of applications coming in on the morning of the deadline, and while only a few were ineligible, those that were could have been amended, if the applicants had applied even a day or two before the deadline. There were a total of 75 qualified applications, so 52 of those were received in the last two weeks of the six-week cycle. Karen also noted that a high percentage of those that came in the final hours came from 2025 high school graduates. Betsy and Karen have sent the applications to the review committees with a request to have scores returned by April 28.

Betsy also explained the additional scholarships for FA 2025, for which applications are accepted from today through May 22. These are scholarships with specific eligibility and application criteria that fall outside those of the scholarships offered during the biannual cycle. They include the Martin Lucas Memorial Scholarship, the White Mountain Commissioned Officers Association In the Service of Health Scholarship, the Summit Healthcare Foundation Nursing Scholarships, the Taking Flight Scholarship in Memory of Dr. Eric B. Henderson, the AndyVon Baccalaureate Bound Scholarship, and the scholarships that are specifically for NPC's new bachelor's degree programs. Betsy noted that review committees will be needed to score the applications for these scholarships after May 22.

- C. Update on distribution of development brochure** – The brochure is now complete, but has not yet been distributed. Betsy and Karen will get it out to financial managers in the upcoming month.
- D. Report on DEWF grant – Update on SP 25 cohort – Karen (Quarterly report sent to DEWF in March 2025)** Betsy reported that NAT 101 will not be taught in Fall 2025. This decision was made with input from NPC Dean of Nursing, Ruth Zimmerman. The completion rates, and first-time exam pass rates for all students affect the nursing program's standing with its accreditors. While the grant cohort performed better than the "public" students on the portion of the exam that dealt with demonstration of skills, they fell below the public students on the written portion of the exam. Betsy reminded the group that it is hoped that the class, developed with NPCFF mini-grant funds, teaching success strategies for standardized tests, will bring students' scores up in future cohorts. Karen confirmed there are still 7 students in the Spring 2025 cohort; they are taking the final exam next week. There are two students who are struggling a bit more than the others. Jesse Reeck, the NAT-IET instructor, is working closely with them. There is a completion ceremony on Thursday, May 15 at 5:00 p.m. at the Silver Creek Campus Performing Arts Center. There are currently three students enrolled for the pre-session for Spring 2026. This small group did the CPR-First Aid training that is required, but they have not yet done fingerprinting. They are holding off until the cohort fills, because getting everyone through fingerprinting is a lengthy process. Betsy will send out to the NPCFF board the full report that went to DEWF.
- E. Report on search for new Development Director – Executive Director of NPC Friends and Family** – Betsy reported that four candidates were interviewed the previous week, and expressed her thanks to Terry Shove and David Wright for their part in serving on the search committee. She said that the search committee advanced two candidates for the position. It is now in the hands of the NPC HR department to prepare an offer for the first-choice candidate. If the first-choice candidate declines the offer of employment, it will be offered to the second-choice candidate. If that candidate declines the offer of employment, the search will be reopened. Betsy expressed confidence that one of the two would accept the offer of employment, and that she hoped the offer would be forthcoming. David asked about onboarding the new director. He expressed that he thought that was very important for the NPCFF board and organization to have that continuity.

VI. New Business

- A. Action Item: Clarification of request for NPCFF Mini-Grant funds to provide award for winner and runner up of NPC Native American Pageant – (Attachment)** Betsy reminded the group that at the March 17 NPCFF board meeting, a request for mini-grant funding for the winner and runner up of the first NPC multicultural pageant was requested and unanimously approved by the NPCFF board. At that meeting, \$1,000 was approved for the winner for FA 25 and SP 26 (\$1000 per semester), and \$500 for FA 25 and SP 26 (\$500 per semester) was approved for the runner up, for a total of \$3,000 from the NPCFF mini-grant fund. Since that time, the pageant committee decided to bill the pageant as the Miss NPC Native American pageant. Pageant organizer Shandiin Deptuee provide the attachment to this meeting's agenda, explaining their rationale. Shandiin was unable to attend today's meeting. Tonya Thacker who is an NPCFF board member, is also a pageant organizer, but not the main organizer. Tonya summarized Shandiin's attachment and asked if there were any questions. Terry called for the vote to affirm the scholarships were still approved, following the clarification provided by Shandiin Deptuee. **David Wright made a motion for approval; Tonya Thacker seconded the motion. There was no further discussion. All voted in favor; no abstentions.**
- B. Action Item: Acceptance of quote from BDRRichards, CPAs, to conduct the 24-25 audit and prepare the 24-25 Form 990 for taxes – (Attachment)** Claude Endfield made a motion to approve BDRRichards, CPAs for the sum of \$8,000, as presented; Wendy McVicker seconded the motion. Discussion included general consensus that BDRRichards has done a good job for NPCFF for many years, and that their price is still very reasonable. **All voted in favor; no abstentions.**
- C. Action Item: Approval of a \$5,000.00 mini grant to offer scholarships of up to \$500.00 each to cover the cost of fees and textbooks for Summer 2025. Background:** In 2024, the NPC district governing board approved free tuition for all summer session courses in 2024, 2025 and 2026. While this provides a significant saving to students, they must still cover the cost of fees and textbooks for some classes. Many instructors are now using Open Educational Resources (OERs) which are free, online textbooks. Also, while all students must pay a media fee of \$47.00 per semester, some classes have no additional fees, while others have significant fees. Betsy and Karen propose to offer a scholarship to students who are 1) degree-seeking (must have a degree plan on file); 2) taking a summer session class(es) that satisfies requirement(s) of their degree plan; 3) have textbooks and fees that total over \$100 for the summer session. The scholarship will provide up to \$500 for the actual cost of the textbook(s) and fee(s). Karen and Betsy propose this as a pilot project for Summer 2025. Results of the pilot project will help determine whether the scholarship should be added to the regular, annual Unrestricted Scholarships budget in subsequent years. **Claude Endfield made a motion to approve the request; Tonya Thacker seconded the motion.** In discussion, Claude and Pat sought to clarify that the award was for up to \$500, and that it would only cover the actual cost of books and fees; the awardee would not receive any refunded balance, as with a regular scholarship. Betsy confirmed this. **There was no further discussion. All voted in favor; no abstentions.**

D. Open Discussion: Planning for 2025 NPCFF Board Retreat

1. Location and time LCC; lunch at La Posada; June 6 9:00-3:00, with the retreat from 9:00-11:30, lunch from 11:30 to 1:00, and the regular, June meeting from 1:00-3:00. (No May meeting.)
2. Agenda Items –
 - Discussion of Mission Statement – David noted that with the change of executive director it would be valuable to revisit the mission statement, so they hear the conversation from the board members and understand the rationale and passion behind it, and so going forward this is what we use as our touchstone and foundation.
 - Review of guiding documents
 - Approval of budget for fiscal year 2025-2026, which starts on July 1
 - Development Director performance review (Terry will email the review instrument to board members)
 - Dr. Lawson will be invited to address the retreat and join us for lunch

Betsy asked the group to send her any additional items for the retreat or board agenda. She will get the agenda out by the third week in May, and will hopefully be able to bring the new Development Director.

VII. **Next Meeting:**– Times and location TBA – Because of the annual meeting, there will not be a May NPCFF board meeting.

IX. **Adjournment:** Terry adjourned the meeting at 5:12 p.m.