

MINUTES – NPC FRIENDS & FAMILY BOARD MEETING

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

Monday, May 20, 2024 – 3:30 p.m. – 5:00 p.m. White Mountain Campus, Learning Center, Room 108 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); David Wright (Painted Desert Campus); Claude Endfield (Secretary-Whiteriver Center); Betsy Wilson (Executive Director). **Present on WebEx included** Pat Ceballos (VP – Little Colorado Campus); Becca Hunt (NPC Internal Contact)
Excused: Wendy McVicker (Treasurer – Silver Creek Campus); Jon Saline (White Mountain Campus); Cara Dukepoo (Hopi Center)
Kayenta Center representative Myrtle Dayzie-Grey has tendered her resignation via email to Betsy and Claude. She recommended an individual who might be interested in serving as the Kayenta representative. Betsy will contact this person and report back to the board. **The board welcomed Dr. Chato Hazelbaker to the in-person meeting.**

- III. **Action Item: Approval of the Minutes of the April 22, 2024 meeting:** Terry Shove called for a motion to approve the minutes as presented. David Wright made the motion; Claude Endfield seconded. All voted in favor; no abstentions.

Terry called for a motion to amend the agenda, to allow Dr. Chato Hazelbaker to present when he was ready, rather than waiting until the New Business portion of the agenda. David Wright made the motion; Claude Enfield seconded. All voted in favor; no abstentions.

- IV. **Action Item: Approval of Financial Report – NPC Friends and Family Treasurer Wendy McVicker:** Wendy was excused, due to a last-minute, work-related conflict. Betsy called the group's attention to the transfer of \$5,000.00 from the NPCFF Corporate account to Restricted Scholarships for Summer 2024 Kids' College scholarships. Betsy reminded the group that an anonymous donor gave \$40,000 two years ago, and asked that it be placed in the endowment account to cover the need for future scholarships, including for Kids' College, for which she was the original benefactor. Kids' College scholarships have increased this year from up to \$40 per child to up to \$50 per child, with each child eligible for one scholarship per summer session. Betsy also noted the donation of \$10,000 from Summit Healthcare Foundation to fund ten \$1,000 Nursing scholarships for Fall 2024. Betsy has opened that application, with a deadline of June 13 at 12:00 noon, MST. Betsy noted the deposit of the \$102,000.00 grant from the Del E Webb Foundation into the Restricted Scholarships account. Finally, Betsy noted that, while the endowed scholarship funds showed losses for this report, they are still up overall for the year. Terry asked about the two auto repairs. Do they exceed the allotted amount? Betsy reported that the board approved up to \$500 per student, with exceptions for extreme cases. Terry called for other questions. There were none, so she called for a motion to approve the Financial Report as presented. David Wright made the motion; Pat Ceballos seconded. All voted in favor; no abstentions.

Financial Statement – NPC Friends and Family – March, 2024

a. Operational Checking Account Activity

Beginning Balance – 03/29/2024						\$40,343.71
Check #	Date	+/-	Amount	Payee/Payer	Purpose	
No Operational Checking activity for April 2024						
Ending Balance 4/30/2024						\$40,343.71

b. Restricted Scholarships (Money Market) Account

Beginning Balance – 3/29/2024						\$259,917.58
Check #	Date	+/-	Amount	Payee/Payer	Purpose	
TRANSFER	4/3/2024	+	\$5,000.00	Edward Jones	Transferred \$5000 from NPCFF Corporate Account (Marilyn Shenn \$40,000 donation) for 24 Kids' College scholarships @ up to \$50 each, per child.	
TRANSFER	4/3/2024	+	\$2,000.00	Edward Jones	Transferred \$2,000 from AV for AV Transportation Grant – Round 3.	
113	4/8/2024	-	\$2,500.00	NPC Business Office	AV TG Round 3	
DEPOSIT	4/22/2024	+	\$112,000.00	Donations	\$10,000 from SHRMC for FA 24 Nursing scholarships + \$102,000 from DEWF for 24-25 NAT-IET grant project	
114	4/24/2024	-	\$1,720.00	Jesse Reeck	Advance from DEWF grant to allow Jesse to initiate purchase of fingerprint clearance cards for FA 24 NAT-IET cohort, using prepaid Visa cards, which Jesse will purchase.	
TRANSFER	4/30/2024	+	\$642.95	US to RS	April Visa charges to US account	

TRANSFER	4/30/2024	+	\$4,000.00	US to RS	Transfer of funds to cover 4 BAS-ECE scholarships for the 23-24 fiscal year, as approved by NPCFF board at their March 2023 meeting.
INTEREST	4/30/2024	+	\$319.30	Interest	1.24% APR
Ending Balance 4/30/2024	\$379,659.83				

c. Unrestricted Scholarships (Money Market) Account

Beginning Balance 03/29/2024	\$286,541.22				
Check #	Date	+/-	Amount	Payee/Payer	Purpose
DIRECT DEPOSIT	4/8/2024	+	\$140.79	JustGiving	Donations through PtP Sponsorship pages
DEPOSIT	4/11/2024	+	\$1,544.62	Active.com	Revenues from PtP registrations
DEPOSIT	4/12/2024	+	\$1,000.00	Donor	For FA 24 Scholarship to Native American student
DIRECT DEPOSIT	4/19/2024	+	\$4,760.75	AZ Gives	Donations made prior to AZ Gives Day (early giving period)
DEPOSIT	4/22/2024	+	\$638.60	Donors	Donations made to US fund
DEPOSIT	4/25/2024	+	\$893.92	Active.com	Revenues from PtP registrations + donations made through registration
114	4/26/2024	-	\$425.00	Sammy Harris	AUT repairs for student #252399-NPCFF Emergency Fund
115	4/26/2024	-	\$500.00	Sammy Harris	AUT repairs for student #248089-NPCFF Emergency Fund
DIRECT DEPOSIT	4/30/2024	+	\$69.90	America Online	Donation
TRANSFER	4/30/2024	-	\$642.95	US to RS	April Visa charges to US account

TRANSFER	4/30/2024	-	\$4,000.00	US to RS	Transfer of funds to cover 4 BAS-ECE scholarships for the 23-24 fiscal year, as approved by NPCFF board at their March 2023 meeting.
Interest	4/30/2024	+	\$317.02	Interest	1.25% APR
Ending Balance 04/30/2024	\$290,338.87				

d. NPCFF Endowment

Beginning Balance – 3/29/2024			\$572,420.82
Activity	Date	Amount	Purpose
-	4/26/2024	\$14,507.22	Loss on Investment
-		\$5,000.00	Assets withdrawn from account (SU 24 KDC Scholarships to RS account)
-		\$622.73	Investment Fees
Ending Balance 4/26/2024			\$552,290.87

e. Smith Endowment

Beginning Balance – 3/29/2024			\$135,271.19
Activity	Date	Amount	Purpose
-	4/26/2024	\$3,464.94	Loss on Investment
-		\$147.14	Investment Fees
Ending Balance 4/26/2024			\$131,659.11

f. Lisitzky Endowment

Beginning Balance – 3/29/2024	\$54,683.31
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Activity	Date	Amount	Purpose
-	4/26/2024	\$1,381.35	Loss on Investment
-		\$48.45	Investment Fees
Ending Balance 4/26/2024		\$53,253.51	

g. Endfield Endowment

Beginning Balance – 3/29/2024		\$78,289.53	
Activity	Date	Amount	Purpose
-	4/26/2024	\$2,055.50	Loss on Investment
-		\$85.27	Investment Fees
Ending Balance 4/26/2024		\$76,148.76	

h. Pres Winslow Endowment

Beginning Balance – 3/29/2024		\$97,712.67	
Activity	Date	Amount	Purpose
-	4/26/2024	\$2,499.10	Loss on Investment
-		\$106.29	Investment Fees
Ending Balance 4/26/2024		\$95,107.28	

i. Jon Graff, Ph.D. Endowment

Beginning Balance – 3/29/2024		\$107,845.02	
Activity	Date	Amount	Purpose
-	4/26/2024	\$2,885.48	Loss on Investment
+		\$5000.00	Assets added to account - donation
-		\$117.47	Investment Fees

Ending Balance 4/26/2024		\$109,842.07
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j. Jennifer Lee Witt Memorial Scholarship Endowment

Beginning Balance – 3/29/2024		\$214,366.97	
Activity	Date	Amount	Purpose
-	4/26/2024	\$5,420.59	Loss on Investment
-		\$233.78	Investment Fees
Ending Balance 4/26/2024		\$208,712.60	

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

Beginning Balance – 3/29/2024		\$65,088.66	
Activity	Date	Amount	Purpose
-	4/26/2024	\$1,716.58	Loss on Investment
+		\$500.00	Assets added to account - donation
-		\$70.89	Investment Fees
Ending Balance 4/26/2024		\$63,801.19	

l. AndyVon Cash Account

Beginning Balance – 3/29/2024		\$451,305.82	
Activity	Date	Amount	Purpose

-	4/26/2024	\$2,000.00	Assets withdrawn from account (AV TG Round 3)
+		\$1,978.27	Interest
Ending Balance 4/26/2023		\$451,284.09	

m. Mary Kay Smith Lindy Endowment

Beginning Balance – 3/29/2024			\$19,892.33
Activity	Date	Amount	Purpose
-	4/26/2024	\$302.26	Loss on Investment
-		\$20.26	Investment Fees
Ending Balance 4/26/2024		\$19,569.81	

Report of Endowed Funds as of 3/28/2024 –

Name of Account	*One Year Ago	Current	Change
Smith	\$122,372.03	\$131,659.11	+\$9,287.08 (+7.59%)
Lisitzky	\$49,390.97	\$53,253.51	+\$3,862.54 (+7.82%)
Endfield	\$70,902.25	\$76,148.76	+\$5,246.51 (+7.4%)
NPCFF	\$517,971.04	\$552,290.87	+\$34,319.83 (+6.63%)
Winslow	\$88,414.27	\$95,107.28	+\$6,693.01 (+7.57%)
Jon Graff	\$97,730.42	\$109,842.07	+\$12,111.65 (+12.39%)
Jennifer Witt	\$197,279.77	\$208,712.60	+\$11,432.83 (+5.8%)
Taking Flight	\$58,979.67	\$63,801.19	+\$4,821.52 (+8.17%)

AndyVon	\$386,780.99	\$451,284.09	+\$64,503.10 (+16.68%)
Mary Kay Smith Lindy	\$18,392.21	\$19,569.81	+\$1,177.60 (+6.4%)
Total	\$1,608,213.62	\$1,761,669.29	+\$153,455.67 (+9.54%)

*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 – Awards made for Fall 2024, and summary of application/award cycle (Attachment)** – Betsy noted the highlights of the Fall 2024 scholarship report, which was sent as an attachment one week prior to the meeting. She expressed satisfaction with the overall quality of applications, but also noted that she continues to be frustrated at the degree of procrastination among applicants, that costs them the opportunity to be considered for scholarships.
- B. Status of Del E Webb Foundation Grant Proposal for NAT-IET Program –**
Betsy reported that the grant check in the amount of \$102,000 was received from the Del E Webb Foundation on April 22. Betsy deposited the check into the Restricted Scholarships account, and set up a dedicated spreadsheet to manage the grant funds. The spreadsheet has been uploaded to the Development Office SharePoint site, where it can be accessed by the NPC Business Office and Project Director Jesse Reeck, NPC Faculty in College and Career Prep. Activities for this month include registering students in the first cohort to get their DPS Level I fingerprint clearance cards, and sending \$100 Chevron gas cards to 5 students at the Kayenta Center to allow them to travel to Page or Flagstaff to get their fingerprints done. Travel will continue to be a challenge for the Kayenta Class, whose weekly fall 2024 sessions take place at the Little Colorado Campus in Winslow, but Jesse reports that all are extremely motivated and dedicated to do what it takes. A total of \$99,771.75 remains in the grant fund.
- C. Registrations for Pedal the Petrified 2024 –** There are 113 registrations to date. Betsy noted her goal is 150 registrations by June 1.
- D. Progress on new search for Development Coordinator –** Betsy reported she has received three very strong applications from internal candidates. One candidate decided to withdraw their application, for personal reasons. Betsy, and the screening committee, which includes NPCFF board members, Terry Shove and David Wright, will interview the two remaining candidates tomorrow, May 21.

VI. New Business

- A. Welcome (In lieu of Board Development Presentation for this month): Remarks from outgoing NPC President, Dr. Chato Hazelbaker** – Chato expressed his appreciation for the “consistently good work” done by NPCFF. He also noted that it will be a big help for both Interim President, Dr. Mike Solomonson, and the new president, to find an organization that is already well-run. Chato noted that enrollment at NPC continues to be strong, and it looks like we will get approval for two new bachelor's programs to start in the fall. Chato is still hopeful that the Kayenta grant he submitted to fund a new facility in Kayenta will come to pass, and he noted that the college is doing significant construction and remodeling work at LCC. Chato noted that it is hopeful that the new college president will start in January, which means there will be a permanent person in place when Betsy

transitions away from NPC in her retirement. There will not be any big shifts in the college between now and when the new president starts. Chato's overall message to NPCFF is Thank You.

Terry expressed her thanks for all Chato has done, and especially for his presence in the college communities. She hopes he has set a precedent for the future president to be a presence in the communities and to build relationships with community leaders, particularly in Apache County. Chato noted that there are a lot of good community connections in Apache County now, and Terry remarked that he led them there. Terry noted that students leave and go to colleges like EAC for sports and to "get out of the hometown and meet people." Chato noted that there are a lot of things the foundation can do to support the upcoming strategic plan, including thinking about whether NPC should "dream bigger"? Coconino Community College, which was in dire straits financially, will again be a presence, because they got their finances in order with a tax override. Chato noted that Betsy has been heading up the college's Leadership Council in the development of the broad, strategic direction for the college from 2025-2030. He also noted there are two positions open on the NPC District Governing Board. Chato concluded by thanking the NPCFF group again and underscoring that his decision to leave NPC has nothing to do with the college. It was a decision made for personal and family reasons. The board thanked him for coming to the meeting and sharing his thoughts. Chato left the meeting.

- B. Action Item** (attachment): Amendment of 2023-2024 budget to include four BAS-ECE scholarships, as approved at the March 2023 meeting: Betsy explained that the NPCFF board voted unanimously in March 2023 to amend the 23-24 budget to fund four (4) scholarships, each in the amount of \$2,000 (\$1,000) per semester, for the 23-24 academic year, for students in the new Bachelor of Applied Science in Early Childhood Education. Then, in April, \$8,000 in scholarship funding was received from donors during the 2023 Arizona Gives Day event. This was used to fund four scholarships. The BAS-ECE program did not launch until the Spring 2024 semester, so the first four \$1,000.00 scholarships were awarded for the Spring 2024 semester; the remaining \$1,000.00 was awarded to each student for Fall 2024. However, Betsy never transferred the \$8000 from the Unrestricted Scholarships account to the Restricted Scholarships account, to fund the four BAS-ECE scholarships that were approved by the NPCFF board in March 2023. Betsy has now transferred the funds, to fund four BAS-ECE scholarships for 24-25, and amended the budget to reflect this, aligning the budget with the motion that was approved in March 2023. The scholarship application window for 24-25 is open, and the scholarship has been marketed to the BAS-ECE students. Claude asked how big the first-year cohort was. Betsy will find out. Terry called for a motion to approve the amendment of the 2023-2024 budget to include four BAS-ECE scholarships, as approved at the March 2023 meeting. David made the motion; Pat seconded the motion. All voted in favor; no abstentions.

- C. Discussion: Need to amend NPCFF mission statement?** Betsy explained why she wanted to bring this topic up for consideration and discussion, noting that the mission statement has not been amended since NPCFF was first reorganized from the restructure of the NPC Foundation in 2014. When NPC changed its mission statement several years ago, the NPCFF board agreed that the NPCFF mission was still applicable to what NPCFF does, and opted not to change it. Betsy reminded the group that the mission statement

guides her decisions on how to appropriately steward donated funds, and thus should serve to guide the new Development Director. For example, some recent emergency fund requests have included things not directly related to student success in completing the semester, and/or have also included requests for items that exceed the scope of the NPCFF mission, such as rent payments and temporary housing. Betsy noted that these are broader, social issues. When Betsy receives requests like this, she works with the NPC Care Team to try to help the student in need find social services in their local communities. Betsy reiterated that all NPCFF activities and financial expenditures must be aligned with the NPCFF mission. Should the mission statement be changed, or does it continue to reflect the work of NPCFF? Betsy noted that a change in mission statement will require reporting to the Arizona Corporation Commission, and possibly the IRS, so there is no question of the organization's 501(c)(3) status. If the board thinks the mission statement should be amended, this item will be added as an action item to the June meeting agenda.

Terry shared that it isn't feasible to help with broader problems, such as rent, and that there are services in communities to assist with that. Claude asked if there are changes Betsy thinks we need to make. Betsy replied that she would like to hear from the group, and to have them hear from each other. Another perspective Betsy noted was that we could suggest/adopt a change to the mission statement now, or have a new director change it, or change it now, and have a new director change it again. David asked: Don't donors give, based on our mission statement? He cautioned against making changes to something that has been successful. Pat said it was reasonable, that we have done things that were necessary, based on the existing mission. David asked if we could have it reflected in the minutes, that we revisited it, and after discussion, we have reauthorized it. Terry asked Betsy to add this as an action item in June: Action Item: Vote to revise or reauthorize. The group approved of this direction, especially since we have a couple of members absent today whose perspectives they would like to hear. Claude asked if the social services issues that exceed the scope of NPCFF need to be spelled out. Terry suggested that it be kept simple, or it can be subject to selective interpretation. Betsy agreed that it is probably best to keep it simple, in accordance with what the published guidelines for the NPCFF Emergency Fund state. David asked: Is it sufficient to have a conversation about this and show it reflected in the minutes? Betsy assured that the key points made in the discussion would be reflected in the minutes.

- D. Discussion: Items that may be purchased for Personal Care Pantry** – Betsy explained that past COVID and post-COVID purchases for the NPC Personal Care Pantry have included household cleaning items and baby diapers. Current practice includes only items for personal care and hygiene to allow students to be prepared for classes and events such as job interviews. No active fund-raising is being done for the Personal Care Pantry; it was established using unspent funds from the 2018 Del E Webb Foundation grant (with permission from DEWF board) and donations. Should household cleaning items and baby diapers be allowable purchases, given the need to sustain the fund and align it with the NPCFF mission statement? Pat noted that personal care begins with cleaning the home. Claude noted that it becomes a whole family issue, because large families use more supplies. Terry noted that a large family goes through a large amount of cleaning supplies. It goes beyond the individual student. Terry offered the perspective that it was about a student being able to take a shower and comb their hair so they could be presentable for

school or job interview. David noted that he was not disagreeing with Pat, but in the direction of talking about the cleanliness of the home, are we going to also provide pest control? Pat countered it is the things that you use every day, like toilet cleaner and dish soap. Terry asked where you draw the line. Betsy noted that there are other resources for cleaning supplies, just as there are other resources for personal hygiene products. Betsy noted that this ties back to the mission statement. Where do we draw the line as it relates to the mission? David noted that our target is to assist the NPC student in reaching their educational goals. The student is our target. Terry noted that the food pantry was Gail Campbell's idea, and we stewarded the funds, because we had leftover grant funds we could use. The concern is that we can get into a situation where people look at NPC Friends and Family for everything, as more of a social service agency than a college foundation. Maybe when the money runs out, we let it close. Terry suggested tabling this for the next meeting to get input from our missing members. Betsy will add this to the June agenda for further discussion.

- E. Second Read: 24-25 NPCFF Budget Draft (attachment):** Betsy noted that the 24-25 Budget Draft now includes a proposed line item for 24-25 BAS scholarships. While the students in the BAS-Early Childhood Education program should become eligible for federal financial aid after Spring 2025, when the program should receive full accreditation, the college is proposing to launch two NEW bachelor's degree programs in academic year 24-25: The Bachelor of Science in Elementary Education and the Bachelor's of Applied Management. Betsy explained the particulars for these two new degrees, and noted that, as with the BAS-ECE, students in the new programs would not become eligible for financial aid until after the two programs become accredited. Betsy reminded the group that the budget would be voted on at the June NPCFF Board Retreat, so input from the group will be helpful in assisting her to finalize the version that is voted on. The group acknowledged the second read and suggested no other changes.

- VII. Next Meeting:– The next meeting will take place with the June 28** retreat at the Whiteriver Center. Betsy will check out a minivan from the Silver Creek Campus in Snowflake, and invited David, Terry, Claude, Jon, Wendy, and Cara to ride with her from Snowflake to Whiteriver.

- IX. Adjournment – Terry adjourned the meeting at 4:57 p.m.**