

## MINUTES – NPC FRIENDS & FAMILY BOARD MEETING

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

**Monday, August 28 – 3:30 p.m. –White Mountain Campus, Aspen Center, Room 111**

- I. **Call to Order – Board President Terry Shove called the meeting to order at 3:42 p.m.**
- II. **Roll Call and Introductions – Welcome to Development Coordinator Kathy Meza!** Also present were Terry Shove (President – Apache County Representative); Pat Ceballos (Vice President, Little Colorado Campus Representative); Jon Saline (White Mountain Campus Representative); Claude Endfield (by WebEx – Secretary – Whiteriver Center Representative); David Wright (guest, invited by Mary Koury, former Painted Desert Campus Representative). Absent were Wendy McVicker (Treasurer – Silver Creek Campus Representative); Cara Dukepoo (Hopi Center Representative); Myrtle Dayzie-Grey (Kayenta Center Representative)
- III. **Action Item: Approval of the Minutes of the June 12, 2023 meeting: Pat; Jon**
- IV. **Action Item: Approval of Treasurer’s Report for June and July 2023 – NPC Friends and Family Treasurer Wendy McVicker (Treasurer’s report for June 2023 presented on a separate document, since there was no July meeting): Board President Terry Shove called for a motion to approve the Treasurer’s Report; Jon Saline made the motion; Pat Ceballos seconded the motion -** Wendy was absent, due to a last-minute family obligation, so Betsy gave the report. She called attention to the transfer of \$8,000.00 from the Unrestricted Scholarships account at National Bank of AZ to the Operational Checking account at National Bank of AZ. This brings the OC balance to a little over \$48,000.00, providing two years of operational budget. She also noted that, while there were losses to endowed scholarships on last month’s financial report, this month shows gains that recouped the losses. She cautioned that the upcoming financial report may show losses again, because most analysts are predicting continued volatility in the markets. She noted that, at the close of the annual audit, she and Wendy meet with Hyrum Cottrell to discuss market trends and decide whether to transfer funds from the Unrestricted Scholarships (money market) account into the NPC Friends and Family Corporate Endowment at Edward Jones. Because of the continued uncertainty, with some analysts predicting a “soft recession” where some sectors of the market slow considerably, while others maintain equilibrium, the decision was to leave the funds in the Unrestricted Scholarships account. Betsy continues to advise those donors who are contributing to endowed scholarship funds that she is holding the funds in the Restricted Scholarships (money market) account for the time being, to assure that the named and memorial scholarships can be awarded for the upcoming academic year, since the endowment funds are not providing sufficient returns to support awards. **There were no questions; Terry Shove called for a vote on the motion. All voted in favor; no abstentions.**

## Financial Report – NPC Friends and Family – July 2023

### a. Operational Checking Account Activity

<b>Beginning Balance – 7/01/2023</b>						<b>\$40,705.48</b>
<b>Check #</b>	<b>Date</b>	<b>+/-</b>	<b>Amount</b>	<b>Payee/Payer</b>	<b>Purpose</b>	
Transfer - Online Pmt	7/5/2023	-	\$287.42	Bankcard Center	June Visa bill	
Transfer	7/5/2023	+	\$8,000.00	From US to OC	To bring the total for the operational budget to two year's balance, per standard procedure	
Transfer – AutoPmt	7/31/2023	-	\$332.00	The Hartford	2023-24 Directors and Officers Liability Policy	
<b>Ending Balance 7/31/2023</b>						<b>\$48,086.06</b>

### b. Restricted Scholarships (Money Market) Account

<b>Beginning Balance – 7/01/2023</b>						<b>\$210,873.99</b>
<b>Check #</b>	<b>Date</b>	<b>+/-</b>	<b>Amount</b>	<b>Payee/Payer</b>	<b>Purpose</b>	
Transfer	7/3/2023	+	\$3,000.00	From EJ AndyVon to OC	To cover check to 23-24 AV BB scholarship winner	
Deposit	7/5/2023	+	\$300.00	Donors	Check # 2446 (\$100) and #1225 (\$200) for 50 <sup>th</sup> Anniversary Scholarship	
Deposit	7/24/2023	+	\$30.00	Donor	Check #9001 for Pres Winslow Memorial Scholarship	
Deposit	7/26/2023	+	\$3,000.00	Donor	Check #1189 for Doris Reed NUR Scholarship	
0081	7/26/2023	+	\$1,700.00	NPC Business Office	FA 23 WMWC Scholarship to E Waddell	
AutoDep	7/31/2023	+	\$181.92	Interest	APR 1.0%	
<b>Ending Balance 7/31/2023</b>						<b>\$215,685.91</b>

### c. Unrestricted Scholarships (Money Market) Account

<b>Beginning Balance 7/01/2023</b>						<b>\$216,963.27</b>
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Check #	Date	+/-	Amount	Payee/Payer	Purpose
Deposit	7/5/2023	+	\$90.00	American Express Charities Employee Giving	Check #323314
Transfer	7/5/2023	-	\$8,000.00	From US to OC	To bring the total for the operational budget to two year's balance, per standard procedure
Deposit	7/12/2023	+	\$4,645.00	Active.com	Check # 3136357 for proceeds from registrations
Deposit	7/18/2023	+	\$575.00	Donors	Check #4857 (\$200) + #2881 (\$375)
0098	7/19/2023	-	\$40.00	NPC Business Office	Two (2) Accuplacer tests @\$20 each
Deposit	7/24/2023	+	\$1,046.00	Donor + Event Revenue	Check # 3137870 (\$956.00) from active.com – Revenues for PtP registration – + # 822488 (\$90.00) from the American Express Employee Funds Cybergrants program
Deposit	7/28/2023	+	\$125.00	J&D Family Corp dba Baymont Inn	#83295 for PtP Sponsorship
AutoDep	7/31/2023	+	\$181.31	Interest	APR 1.0%
<b>Ending Balance 7/31/2023</b>	<b>\$215,585.58</b>				

**d. Endowed Edward Jones – NPCFF Endowment**

<b>Beginning Balance – 7/1/2023</b>			<b>\$525,760.68</b>
Activity	Date	Amount	Purpose
+	7/28/2023	\$9,043.36	Gain on Investment
-		\$562.92	Investment Fees
<b>Ending Balance 7/28/2023</b>		<b>\$534,241.12</b>	

**e. Endowed Edward Jones – Smith Endowment**

<b>Beginning Balance – 7/1/2023</b>			<b>\$124,219.77</b>
Activity	Date	Amount	Purpose

+	7/28/2023	\$2,128.50	Gain on Investment
-		\$132.99	Investment Fees
<b>Ending Balance 7/28/2023</b>		<b>\$126,215.28</b>	

**f. Endowed Edward Jones – Lisitzky Endowment**

<b>Beginning Balance – 7/1/2023</b>		<b>\$50,081.97</b>	
<b>Activity</b>	<b>Date</b>	<b>Amount</b>	<b>Purpose</b>
+	7/28/2023	\$899.83	Gain on Investment
-		\$43.67	Investment Fees
<b>Ending Balance 7/28/2023</b>		<b>\$50,938.13</b>	

**g. Endowed Edward Jones – Endfield Endowment**

<b>Beginning Balance – 7/1/2023</b>		<b>\$71,852.09</b>	
<b>Activity</b>	<b>Date</b>	<b>Amount</b>	<b>Purpose</b>
+	7/28/2023	\$1,257.26	Gain on Investment
-		\$77.06	Investment Fees
<b>Ending Balance 7/28/2023</b>		<b>\$73,032.29</b>	

**Endowed Edward Jones – Pres Winslow Endowment**

<b>Beginning Balance – 7/1/2023</b>		<b>\$89,748.33</b>	
<b>Activity</b>	<b>Date</b>	<b>Amount</b>	<b>Purpose</b>
+	7/28/2023	\$1,538.94	Gain on Investment
-		\$96.08	Investment Fees
<b>Ending Balance 7/28/2023</b>		<b>\$91,191.19</b>	

**h. Endowed Edward Jones – Jon Graff, Ph.D. Fund**

<b>Beginning Balance – 7/1/2023</b>		<b>\$99,018.87</b>	
<b>Activity</b>	<b>Date</b>	<b>Amount</b>	<b>Purpose</b>
+	7/28/2023	\$1,733.07	Gain on Investment
-		\$106.20	Investment Fees
<b>Ending Balance 7/28/2023</b>		<b>\$100,645.74</b>	

**i. Endowed Edward Jones - Jennifer Lee Witt Memorial Scholarship Fund**

<b>Beginning Balance – 7/1/2023</b>			<b>\$199,910.95</b>
<b>Activity</b>	<b>Date</b>	<b>Amount</b>	<b>Purpose</b>
+	7/28/2023	\$3,569.54	Gain on Investment
-		\$214.60	Investment Fees
<b>Ending Balance 7/28/2023</b>		<b>\$203,265.89</b>	

**j. Taking Flight Scholarship**

<b>Beginning Balance – 7/1/2023</b>			<b>\$59,756.57</b>
<b>Activity</b>	<b>Date</b>	<b>Amount</b>	<b>Purpose</b>
+	7/28/2023	\$1,047.69	Gain on Investment
-		\$64.09	Investment Fees
<b>Ending Balance 7/28/2023</b>		<b>\$60,740.17</b>	

**k. AndyVon Cash Account at Edward Jones**

<b>Beginning Balance – 7/1/2023</b>			<b>\$381,419.90</b>
<b>Activity</b>	<b>Date</b>	<b>Amount</b>	<b>Purpose</b>
+	7/28/2023	\$312.06	Interest on Account
-		\$3,000.00	Assets withdrawn from account
<b>Ending Balance 7/28/2023</b>		<b>\$378,731.96</b>	

**l. Mary Kay Smith Lindy Endowment**

<b>Beginning Balance – 7/1/2023</b>			<b>\$18,445.23</b>
<b>Activity</b>	<b>Date</b>	<b>Amount</b>	<b>Purpose</b>
+	7/28/2023	\$375.44	Gain on Investment
-		\$18.59	Investment Fees
<b>Ending Balance 6/30/23</b>		<b>\$18,802.08</b>	

**Report of Endowed Funds as of 05/31/2023 –**

Name of Account	*One Year Ago	Current	Change
<a href="#">Smith</a>	\$122,281.52	\$126,215.28	+\$3,933.76 (+3.22%)
<a href="#">Lisitzky</a>	\$48,886.41	\$50,938.13	+\$2,051.72 (+4.20%)
<a href="#">Endfield</a>	\$70,610.91	\$73,032.29	+\$2,421.38 (+3.50%)
<a href="#">NPCFF</a>	\$518,003.20	\$534,241.12	+\$16,237.92 (+3.13%)
Winslow	\$88,179.57	\$91,191.19	+\$3,011.62 (+3.42%)
Jon Graff	\$97,193.14	\$100,645.74	+\$3,452.60 (+3.55%)
Jennifer Witt	\$197,682.29	\$203,265.89	+\$5,583.60 (+2.82%)
Taking Flight	\$58,678.41	\$60,740.17	+\$2,061.76 (+3.51%)
<a href="#">AndyVon</a>	<a href="#">\$219,812.46</a>	<a href="#">\$378,731.96</a>	<a href="#">+\$158,919.50 (+72.30%)</a>
Mary Kay Smith Lindy	\$18,090.40	\$18,802.08	+\$711.68 (3.93%)
<b>Total</b>	<b>\$1,439,418.31</b>	<b>\$1,637,803.85</b>	<b>+\$198,385.54 (+13.78%)</b>

\*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 – FA 23 CASO Student Scholarship and Martin Lucas Memorial Scholarship; Revision of online application; Considerations for Artificial Intelligence, such as ChatGPT -** Betsy reported that there were no applicants for the Martin Lucas scholarship, which was probably due to the fact that it was open for applications when classes were out of session for the summer. She has reopened the scholarship for the Fall 2023 semester, with an application deadline of September 7, and to date, she has received two qualified applications. The CASO Student Scholarship, which closes on October 1, has nine qualified applications. Betsy called for volunteers to assist with reviewing these two scholarships.

Betsy also reported that she has added a warning to scholarship application guidelines that applicants should not use Artificial Intelligence (AI) tools, such as ChatGPT, to write their scholarship essays, emphasizing that what is most important for the applicants to convey is their own, personal voice and experiences. Betsy described an essay she received from a student recently, for the GED scholarship, that was probably written using AI. She returned the essay, and asked the student to follow the prompts that were given, asking for reflection on personal experiences and explaining personal need. The student wrote a perfectly adequate essay, that was much more personable, by following the prompts. Betsy noted that a number of her faculty colleagues have reported frustration at students turning in scholarly papers that were generated using AI.

**B. Report on NPCFF Scholarship Awardees for FA 23: Summit Healthcare Nursing Scholarship (4 additional provided by NPCFF per unanimous online vote); AndyVon Baccalaureate Bound Scholarship ; Taking Flight Scholarship in Memory of Dr. Eric B. Henderson –**

Betsy reported that there were fourteen well-qualified applications for the Summit Healthcare Nursing Scholarship, and thanked the board for voting unanimously to allow her to fund the four not covered by the \$10,000.00 Summit donation from the NPCFF Unrestricted Scholarships budget. All fourteen applicants received the \$1,000.00 scholarship.

The AndyVon Baccalaureate Bound Scholarship was awarded to Angel Abeita of Second Mesa, who is enrolled in the WP Carey School of Business at Arizona State University. Angel is a past NPCFF scholarship winner who is specializing in a Human Resources focus and plans to use her degree to return to Hopi and work for Hopi Tribal Government.

Last year's AndyVon Baccalaureate Bound Scholarship winner (who also received the Taking Flight for 2022-23) is still enrolled in the University of Arizona studying biochemical engineering.

The Taking Flight Scholarship in Memory of Dr. Eric B. Henderson was awarded to Ashlyn Dighans, who graduated from NPC with an Associate of Science degree. Ashlyn is also a past NPCFF scholarship winner, and she is enrolled at the University of Arizona, majoring in Animal Sciences, with a goal of entering the U of A's College of Veterinary Medicine and specializing in equine chiropractic medicine.

The first winner of the Taking Flight scholarship, Tracer Hancock, just graduated from the U of A's Animal Sciences program, and has been accepted into the Veterinary Medicine program for the Fall 2024 semester. In the meantime, he has returned home to the Snowflake area to work and save money. He and his wife just became first-time parents to a baby son.

Betsy also reported that Northland Pioneer College has found three scholarship funds on their books that were established by donations in the early 1990s. It appears that none have ever been used or awarded. The college has asked if NPC Friends and Family would take the funds and manage them. Betsy reported that she agreed to this, since the scholarships were made through charitable donations, but that she will not take on management or awarding of the college's institutional scholarships. Betsy will report on these funds at the September meeting.

**C. Pedal the Petrified 2023 – Sponsorship update and call for volunteers** Betsy reported that she has now registered eleven people from the waitlist, and the ride is still full at 250 riders. She welcomed additional volunteers to work at the ride start and end at Tiponi Point, but is otherwise well-covered. NPC's Maintenance Team, under Justin White, will be taking on the cargo and ride-shuttle duties this year, which should work very smoothly.

Betsy reported that sponsorships for this year's ride are down, namely because Summit Healthcare donated only \$2,500.00, whereas in years past they have donated \$5,000.00.

This does not appear to be a reflection on NPCFF. Betsy noted that this will mean a smaller net revenue total, but also reminded the group that Pedal the Petrified is at least as important as a “friend” raiser as it is a fund raiser.

- D. 2022-2023 NPCFF Audit and Taxes** – Betsy noted that the audit and taxes for 22-23 are complete, and that the audited financial statements that the NPCFF board approved have been shared with the Northland Pioneer College business office, to be incorporated into their annual audit. The firm of BDR Richards, CPAs, has been paid the sum of \$7,000.00, per their consulting agreement. This payment will show on next month’s financial report.

## **VI. New Business**

- A. Action Item – Nominations accepted to fill the seat of Painted Desert Campus Representative, vacated by Mary Koury’s resignation – Possible vote to approve new PDC Representative** – Betsy read the contents of Mary’s very gracious thank-you letter and assured the group that she was well, but simply had to attend to some matters that required her focus. Betsy introduced David Wright; Mary identified him as a possible candidate to serve as the Painted Desert Campus representative. **Claude nominated David**, sharing that Mary had told her about him, noting that he has spent his career as an educator, is a long-term resident of Holbrook, and has a daughter who is an NPC alumna and past NPC President’s Scholar.; **Pat seconded the nomination**. Betsy invited David to tell the group a little about himself. David thanked the group and reiterated his interest in serving as the PDC representative, adding that he began his career in Holbrook on the site of the current NPC Painted Desert Campus, back when it was an airport. 😊 **Terry Shove called for a vote on the nomination. All voted in favor; no abstentions.** Welcome, David Wright, and thank you for your willingness to serve on the NPC Friends and Family board!

Betsy noted that this was the conclusion of new business, and asked if anyone had anything for the “good of the order”. Claude Endfield asked if a student she had recommended to apply for the Claude Millet Endfield Early Childhood Development Scholarship had submitted an application for the Fall 2023 semester. Betsy reported that the student had not, and shared the names of the fall awardees. Claude asked about either raising the amount of the award, or awarding more students. Betsy recommended raising the amount of the award, and shared that she has also sent a memo to the NPC business and financial aid offices, asking that they make the full scholarship award directly to each awardee, rather than applying it to the awardee’s account, to assure the awardee can use the funds for things such as child care, transportation, and general expenses. This will be the procedure, beginning with the Spring 2024 semester. Betsy suggested to Claude that they meet before late November, when the spring awards are announced, to decide how to manage the scholarship going forward: increase the amount of the awards or the number of students awarded. Claude agreed, so she and Betsy will arrange for a meeting.

- VII. Next Meeting:–** Monday, September 18<sup>th</sup>, Painted Desert Campus, Nizhoni Learning Center room #142, with WebEx option

- IX. Adjournment:** Terry Shove called for adjournment at 4:42 p.m.