

MINUTES – NPC FRIENDS & FAMILY BOARD MEETING

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

Monday, September 16 – 3:30 p.m.- 5:00 p.m. – Painted Desert Campus, Nizhoni Learning Center 142 Room with WebEx option

- I. **Call to Order** – President Terry Shove called the meeting to order at 3:37 p.m.
- II. **Roll Call and Introductions – Roll Call and Introductions – Members present in person** included Terry Shove (President – Apache County Representative); Pat Ceballos (Little Colorado Campus representative); David Wright (Painted Desert Campus Representative) Betsyann Wilson (Executive Director); **Members present on WebEx included** Jon Saline (Vice President – White Mountain Campus Representative); Claude Endfield (Secretary – Whiteriver Representative); Wendy McVicker (Treasurer – Silver Creek Campus Representative); Cara Dukepoo (Hopi Center Representative). **VACANT:** Kayenta Center Representative
- III. **Action Item: Approval of the Minutes of the August 19, 2024 meeting:** Wendy McVicker 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 August, 2024 – NPC Friends and Family Treasurer Wendy McVicker:** (Balance Sheet August, 2024 - Attachment) David Wright made a motion to approve the Financial Report; Jon Saline seconded the motion. Terry Shove called on Wendy to give the report.

Wendy noted the annual review of balances in the Unrestricted Scholarships (US) account. She reminded the group that the US account is where undesignated donations are deposited. Around the end of each fiscal year (June 30) we annually review balances to meet our goals in 1) covering our operational expenses and 2) building the NPCFF endowment. Wendy pointed out that Betsy moved \$11,000.00 from the US account to the Operational Checking account to bring the balance to two years of operational funding. Betsy also moved \$100,000.00 from US to our NPCFF endowment at Edward Jones to build the NPCFF endowment. These transfers of funds left two years of budget for the Unrestricted Scholarships fund in the Unrestricted Scholarships account. Wendy noted that we have not moved US funds into our NPCFF endowment for the past two years, due to the volatility in the markets. Wendy also noted the gains on all the endowment funds. Wendy asked Betsy if she had anything to add, and Betsy noted the \$7,500.00 payment to BDR Richards, CPAs, for the 23-24 audit and taxes. This was the amount the board approved, and the amount that was invoiced by BDR Richards.

Terry asked for clarification about the NPCFF endowment, noting that all the named, endowed funds are restricted by the donors. Betsy confirmed that the named, endowed funds

are restricted by the donors, to be used according to their wishes. The scholarship criteria for each of those scholarships is based on the donors wishes. The NPCFF endowment is our “nest egg” that we have been building for the past 12 years, so we always have a contingency fund in the event of unforeseen events. Even though Betsy maintains two years of budget in the Operational Checking and Unrestricted Scholarships accounts, the NPCFF endowment fund is a further measure of security.

Terry called for a vote on the motion to approve the Financial Report. All voted in favor; no abstentions.

Financial Statement – NPC Friends and Family – August, 2024

a. Operational Checking Account Activity

Beginning Balance – 7/31/2024						\$38,270.34
Check #	Date	+/-	Amount	Payee/Payer	Purpose	
TRANSFER	8/7/2024	+	\$11,000.00	US	Annual transfer of funds to bring balance in OC account to an amount sufficient to cover two years of operational budget.	
TRANSFER	8/19/2024	-	\$361.88	RS	Transfer to RS to cover July OC Visa charges; July Visa bill paid from RS account	
1416	8/20/2024	-	\$60.00	NAT-101 Student	Gas money for DEWF grant student – Greasewood to Winslow	
1417	8/20/2024	-	\$100.00	NAT -101 Student	Gas money for DEWF grant student – Kayenta to Winslow	
TRANSFER	8/21/2024	+	\$495.00	RS	Reimbursement from DEWF grant funds in RS account to OC account for checks written for gas money to DEWF grant students	
1418	8/21/2024	-	\$100.00	NAT-101 Student	Gas money for DEWF grant student – Kayenta to Winslow	
1420	8/26/2024	-	\$7,500.00	BDR Richards, CPAs	23-24 audit and taxes	
1415	8/26/2024	-	\$100.00	NAT-101 Student	Gas money for DEWF grant student – Kayenta to Winslow	
TRANSFER	8/29/2024	-	\$157.78	RS	Transfer to RS to cover August OC Visa charges; August Visa bill paid from RS account	
Ending Balance 8/30/2024						\$41,385.68

b. Restricted Scholarships (Money Market) Account

Beginning Balance – 7/31/2024		\$377,233.47			
Check #	Date	+/-	Amount	Payee/Payer	Purpose
125	8/9/2024	-	\$3,600.00	NPC Business Office	FA 24 BAS-ECE; Claude M Endfield ECD; M Mariner; and VAL 153 Memorial scholarships
TRANSFER	8/16/2024	+	\$6,000.00	Edward Jones	EJ – Witt account for FA 24-SP 25 scholarships
DEPOSIT	8/19/2024	+	\$2,393.00	Donations	Proceeds from FA 24 CASO auction for CASO Student Scholarship fund
TRANSFER	8/19/2024	+	\$361.88	OC	Transfer to RS to cover July OC Visa charges; July Visa bill paid from RS account
ONLINE PMT	8/20/2024	-	\$1,871.94	BankCard Center	July Visa bill
TRANSFER	8/21/2024	-	\$495.00	OC	Reimbursement from DEWF grant funds in RS account to OC account for checks written for gas money to DEWF grant students
124	8/21/2024	-	\$3,105.00	ASU – FA	24-25 AndyVon BB Student – (the first check was returned for error)
126	8/22/2024	-	\$1,000.00	NPC Bus Office	FA 24 AndyVon Academic Scholarship #7
DEPOSIT	8/23/2024	+	\$140.00	Donation	CASO Student Scholarships
DEPOSIT	8/26/2024	+	1000.00	Refund	From NPC Business Office for 2 nd Sem BAS-ECE- Ambrose
TRANSFER	8/26/2024	+	\$16,000.00	Edward Jones	EJ – AndyVon TG FA24, plus one FA 24 AV SS
TRANSFER	8/29/2024	+	\$965.00	US	Transfer to cover US Visa charges; August Visa bill paid form RS account
TRANSFER	8/29/2024	+	\$157.78	OC	Transfer to RS to cover August OC Visa charges; August Visa bill paid from RS account
ONLINE PMT	8/30/2024	-	\$4,960.06	BankCard Center	August Visa bill
127	8/30/2024	-	\$1,525.00	NPC Business Center	Kids' College Scholarships - 2024
INTEREST	8/30/2024	+	\$388.92	INTEREST	APR 1.25%

Ending Balance 8/30/2024	\$388,083.05
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c. Unrestricted Scholarships (Money Market) Account

Beginning Balance 7/31/2024	\$298,327.57				
Check #	Date	+/-	Amount	Payee/Payer	Purpose
AUTO DEP	8/1/2024	+	\$69.90	American Online	Donations
AUTO DEP	8/1/2024	+	\$0.31	UK Online	Trial donation
DEPOSIT	8/5/2024	+	\$1,474.13	Donors	PtP donations and sponsorships
TRANSFER	8/7/2024	-	\$11,000.00	OC	Annual transfer of funds to bring balance in OC account to an amount sufficient to cover two years of operational budget.
DEPOSIT	8/13/2024	+	\$2,459.25	Active.com	Revenues from PtP registrations and donations added during registration
TRANSFER	8/14/2024	-	\$100,000.00	EJ	Annual transfer of funds from US to EJ – NPCFF endowment, leaving two years of unrestricted scholarships budget in US account
AUTO DEP	8/19/2024	+	\$48.55	JustGiving	Donations to PtP
AUTO DEP	8/23/2024	+	\$43.42	Active.com	Donations added to PtP registrations
AUTO DEP	8/26/2024	+	\$48.55	JustGiving	Donations to PtP
DEPOSIT	8/26/2024	+	\$3,137.90	Active.com + Sponsor	Revenues from PtP registrations, plus \$250 sponsorship
119	8/28/2024	-	\$15.00	NPC Business Office	Placement Test
TRANSFER	8/29/2024	-	\$965.00	RS	Transfer to cover US Visa charges; August Visa bill paid form RS account

DEPOSIT	8/30/2024	+	\$250.00	Sponsorship	PtP Sponsorship
INTEREST	8/30/2024	+	\$219.55	INTEREST	1.25% APR
Ending Balance 8/30/2024	\$194,099.13				

d. NPCFF Endowment

Beginning Balance – 7/27/2024			\$578,685.77
Activity	Date	Amount	Purpose
+	8/30/2024	\$18,290.55	Gain on Investment
+		\$100,000.00	Assets added to account – Transfer of funds from NBAZ US account
-		\$613.21	Investment Fees
Ending Balance 8/30/2024			\$696,363.11

e. Smith Endowment

Beginning Balance – 7/27/2024			\$137,966.42
Activity	Date	Amount	Purpose
+	8/30/2024	\$3,883.34	Gain on Investment
-		\$146.22	Investment Fees
Ending Balance 8/30/2024			\$141,703.54

f. Lisitzky Endowment

Beginning Balance – 7/27/2024			\$55,447.51
Activity	Date	Amount	Purpose

+	8/30/2024	\$1,617.21	Gain on Investment
-		\$47.40	Investment Fees
Ending Balance 8/30/2024		\$57,017.32	

g. Endfield Endowment

Beginning Balance – 7/27/2024		\$80,710.41	
Activity	Date	Amount	Purpose
+	8/30/2024	\$2,270.87	Gain on Investment
-		\$85.45	Investment Fees
Ending Balance 8/30/2024		\$82,895.83	

h. Pres Winslow Endowment

Beginning Balance – 7/27/2024		\$99,699.49	
Activity	Date	Amount	Purpose
+	8/30/2024	\$2,796.65	Gain on Investment
-		\$105.64	Investment Fees
Ending Balance 8/30/2024		\$102,390.50	

i. Jon Graff, Ph.D. Endowment

Beginning Balance – 7/27/2024		\$114,963.42	
Activity	Date	Amount	Purpose
+	8/30/2024	\$3,259.07	Gain on Investment
-		\$121.71	Investment Fees
Ending Balance 8/30/2024		\$118,100.78	

j. Jennifer Lee Witt Memorial Scholarship Endowment

Beginning Balance – 7/27/2024			\$214,085.48
Activity	Date	Amount	Purpose
+	8/30/2024	\$6,005.76	Gain on Investment
-		\$6,000.00	Assets withdrawn from account – 24-25 scholarships transferred to NBAZ RS
-		\$226.81	Investment Fees
Ending Balance 8/30/2024			\$213,864.43

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

Beginning Balance – 7/27/2024			\$66,767.50
Activity	Date	Amount	Purpose
+	8/30/2024	\$1,888.92	Gain on Investment
-		\$70.68	Investment Fees
Ending Balance 8/30/2024			\$68,585.74

l. AndyVon Cash Account

Beginning Balance – 7/27/2024			\$447,227.28
Activity	Date	Amount	Purpose
-	8/30/2024	\$16,000.00	Assets withdrawn from account – FA 24 AV TG + 1 AV AS
+		\$1,960.77	Interest

Ending Balance 8/30/2024		\$433,188.05
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m. Mary Kay Smith Lindy Endowment

Beginning Balance – 7/27/2024			\$20,432.19
Activity	Date	Amount	Purpose
+	8/30/2024	\$294.52	Gain on Investment
-		\$21.45	Investment Fees
Ending Balance 8/30/2024			\$20,705.26

Report of Endowed Funds as of 8/31/2024 –

Name of Account	*One Year Ago	Current	Change
Smith	\$122,313.00	\$141,703.54	+ \$19,390.54 (+15.85%)
Lisitzky	\$49,407.34	\$57,017.32	+\$7,609.98 (+15.4%)
Endfield	\$70,778.89	\$82,895.83	+\$12,116.94 (+17.12%)
NPCFF	\$517,691.45	\$696,363.11	+\$178,671.66 (+35.51%)
Winslow	\$88,379.11	\$102,390.50	+\$14,011.39 (+15.85%)
Jon Graff	\$97,539.23	\$118,100.78	+\$20,561.55 (+21.08%)
Jennifer Witt	\$197,146.50	\$213,864.43	+\$34,718.43 (+17.61%)
Taking Flight	\$58,860.94	\$68,585.74	+\$9,724.80 (+16.52%)
AndyVon	\$379,053.74	\$433,188.05	+\$54,134.31 (+14.28%)
Mary Kay Smith Lindy	\$18,240.87	\$20,705.26	+\$2,464.39 (+13.51%)

Total	\$1,599,411.07	\$1,934,814.56	+\$335,403.49 (+20.97%)
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*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 additional NPCFF Scholarships applications received for FA 24: EIT/ITT Scholarship; CASO Student Scholarship; White River Lodge #62 Scholarship; Martin Lucas Memorial Scholarship; AndyVon Transportation Grant (Karen) –** Betsy gave the report; Karen was absent. The application cycle for the CASO Student Scholarship, the White River Lodge #62 Scholarship; and the AndyVon Transportation Grant closes on October 1. To date, we have received 5 qualified applications for the CASO, 2 for the Martin Lucas, 1 for WR Lodge, and 3 for the AndyVon Transportation Grant. We have sent out direct email to all registered NPC students. We also have a brand-new scholarship, funded by a Pedal the Petrified couple: The Jean Elizabeth Nursing Scholarship. We have presented this opportunity in person to the LCC nursing students, and have sent direct email to all nursing students about the opportunity. No applications have been received to date. Because it is a newly-revised program, there are only three students who qualify for the EIT/ITT scholarship, all of whom are working with NPC Springerville-Eagar Academic Advisor Michael Colwell. None have applied yet.
- B. Pedal the Petrified 2024 – Last-minute developments; registrations (Betsy)** Betsy reported that she received 196 registrations, and that there have been 16 cancellations to date. She anticipates late registrations, and late cancellations, but based on past experience, she thinks about 170-175 will ride. All volunteer roles are filled, and the weather is forecast for ride day with a high of 77 and a low of 44, with afternoon winds from the west at 11 mph. These are really excellent conditions, so Betsy hopes this will hold!
- C. Report on development of brochure to promote giving, including planned giving, to NPCFF (Karen)** Betsy reported that she and Karen have tabled development of the brochure until after Pedal the Petrified, but they plan to have a draft to the NPCFF board by the October meeting.
- D. Report on DEWF grant – (Betsy) – NAT Completer Ceremony for FA 24 cohort: Wednesday, December 11 at 5:00p.m. at SCC-PAC –** Betsy expressed her hope that all NPCFF board members could attend this celebration. She and Karen will be including reports on the DEWF grant in all upcoming meetings. Betsy noted that the grant has been a much larger responsibility for her and Karen than anticipated, but that they will use lessons learned with the first (fall) cohort to streamline processes for the spring cohort.
- E. First-Quarter Report FY 24-25 (Attachment - Betsy) –** Betsy noted this was an attachment and called for any questions regarding the report. There were no questions.

VI. New Business

- A. Action Item – Approval of the Second-Quarter 24-25 Operational Plan –** Betsy noted the priorities for the upcoming quarter, and called for questions. There were no questions. David Wright made a motion to approve the Second-Quarter 24-25 Operational Plan as presented; Pat Ceballos seconded the motion. All voted in favor; no abstentions.

B. Board Professional Development: New information from the Office of Civil Rights on avoiding violation of Title VI or Title IX in the awarding of scholarships.

Betsy explained to the group that Josh Rogers, NPC Director of Student Services, was contacted by a representative from the Office of Civil Rights (OCR) regarding some potential violations of Title VI of the Civil Rights Act of 1964 and Title IX of the Education Amendments of 1972. Josh was told the potential violations pertained to some scholarships listed on the Northland Pioneer College (NPC) online scholarship search site.

Title VI of the Civil Rights Act of 1964 is a law that prevents discrimination based on race, color, or national origin in programs and activities that receive federal funding. Title VI applies to anyone, regardless of citizenship status. Title IX of the Education Amendments of 1972 is a federal law that prohibits discrimination based on sex in education programs and activities that receive federal funding. It applies to all aspects of federally funded education, including traditional schools, as well as other programs that receive federal financial assistance. Northland Pioneer College, as a public community college, does receive federal financial assistance, most notably through its ability to award financial aid, such as the Federal Pell grant.

The representative from the OCR told Josh Rogers that some independent citizens, not affiliated with the OCR, take it upon themselves to review scholarship web sites and report potential violations to the OCR. The OCR representative assured Josh that NPC was not in trouble, but that the college should be aware of the concerns in order to address them going forward. Josh called an online meeting, that included the OCR representative, Josh, Betsy, and representatives from the NPC offices of Financial Aid and Marketing and Communications. The purpose of the meeting was to seek clarification from the OCR representative on any potential problems, to avoid such problems in the future.

In the meeting, Betsy learned that none of the OCR concerns were related to NPC Friends and Family scholarships, or to Northland Pioneer College scholarships, but to some scholarships from third parties. For many years, the NPC Marketing and Communications department has maintained a list of up to 400 scholarships, most from third parties, as a service to help students find funding for college. The potential violations pertained to these “third-party” listings, and included scholarships that were designated as being only for students of a particular race or ethnicity or particular gender. For example, the college could be held in violation of Title VI if they listed a scholarship that was only for students of a particular race or ethnicity; a Title IX violation could arise from a scholarship that was only for a certain gender. The OCR representative also explained that Title IX is more stringent with regard to the administration of scholarships. In other words, even if NPC did NOT list a questionable scholarship on its search site, but received funds from the scholarship-granting entity, with instructions to disseminate the funds to an NPC student, NPC could be in violation of Title IX if they disseminated the funds to the student. Violations of Title VI or Title IX could result in fines to the college.

Betsy specifically noted our NPC Friends and Family scholarships that are exclusively for Native American NPC students. The OCR representative explained that these were NOT in violation, because “Federally recognized Indian Tribes” are considered by the OCR to be political groups, not ethnic groups. This protects these scholarships from being excluded on the grounds of discrimination. Betsy explained to those in the meeting that donors to NPC

Friends and Family want to assist Native American students whose lands are part of the NPC service area: Navajo, Hopi, and White Mountain Apache, and this is conveyed in the scholarship listings on the online search, as well as in the application materials. The OCR representative concurred that all three of these are “Federally recognized tribes”, so NPCFF and NPC are NOT in violation of Title VI or Title IX in promoting them or awarding them to NPC students.

Others in the meeting asked about donors who might want to fund a scholarship just for Hispanic students. The OCR representative explained that, while he could not give legal advice, he thought that the college or foundation would have to have a talk with the potential donors about the possibility of violations, and encourage the donor to make a general scholarship donation instead.

Betsy noted to those in the OCR meeting that this was all a huge change from the way things were when she started with NPC Friends and Family in 2014. The OCR representative agreed that the changes were significant, and that they were in response to some court cases related to charges of discrimination that have moved through, or are currently in the higher courts. The OCR representative noted that there would probably be other changes on the horizon.

Betsy reported to the NPCFF group that Northland Pioneer College is going to reformat its online scholarship search site, removing all scholarships, except for those offered by NPC or NPC Friends and Family. This move is in keeping with what other colleges appear to be doing. Students visiting the site will learn that there are many free scholarship search engines available online, and they will also be cautioned about what potential scams look like.

Betsy asked if there were questions from the group. Cara Dukepoo pointed out that offering scholarships for Native American students only was not about political affiliation, but about “leveling the playing field” for Native American students, because they had lost so much in the past and did not have “generational wealth”. Betsy agreed that she understood that to be the purpose, and noted that the term, “political affiliation” was the OCR’s, not hers. Betsy expressed relief that NPCFF can continue to offer those scholarships without concern about violations.

VII. **Next Meeting:**— Monday, October 21, 3:30-5:00 p.m.; Little Colorado Campus, Winslow. Room TBA with WebEx option

IX. **Adjournment-** Terry adjourned the meeting at 4:40 p.m.