AGENDA – NPC FRIENDS & FAMILY ANNUAL BOARD RETREAT

Empowering students and promoting lifelong learning through advocacy, volunteerism, fund raising, and awarding scholarships

Tuesday, May 26, 2026 – 10:00 a.m. – 12:00 p.m. – NPC Hopi Center

I. **Call to Order – Terry called the meeting to order at 10:28 a.m.**

II. Roll Call and Introductions – Present included Terry Shove (President; Apache County Rep); David Wright (Vice-President; Holbrook – Painted Desert Campus Rep); Jesse Reeck (Director of NPCFF); Karen Zimmerman (Development Coordinator, NPCFF); Pat Ceballos (Winslow-Little Colorado Campus Rep) Mark Vest (Show Low-White Mountain Campus Rep); Cara Dukepoo (Hopi Center Rep); Tonya Thacker (Secretary – Kayenta Center Rep); Karen Ables (Nominated Snowflake-Taylor Rep); Dr. Von Lawson (NPC President—first hour only); Absent: Claude Endfield (Whiteriver Center Rep)

All present introduced themselves.

III. **Action Item: Approval of new Snowflake-Taylor Representative to the Board, Karen Ables** – Mark motioned to accept Karen Ables as the new Snowflake-Taylor representative to the Board; David seconded the motion. No discussion. **All voted in favor; no abstentions.**

IV. **Action Item: Election of Officers –** Election of treasurer, to serve three-year term, ending May 2029 – Terry requested nominations for the position of Treasurer and nominated Karen Ables. Karen asked what the position entailed. Jesse described the oversight responsibilities of the board treasurer but explained that she maintains all of the financial records and most directly supports the audit. Karen Ables asked for a year to get her footing on the board but said she would consider serving as treasurer then. Mark offered to serve as treasurer for the next year. Tonya motioned to approve Mark to serve as treasurer for one year; Pat seconded the motion. **All voted in favor; no abstentions.**

V. Discussion: Mission and purpose in times of change – Jesse led a discussion around the NPCFF Mission Statement and establishing priorities for the 26-27 year. Key takeaways included:

a. More coordination and outreach to high schools and other 9-12 schooling options to provide promotion and education about scholarship opportunities and applications
b. Gathering and reviewing data from NPC's Institutional Effectiveness and Financial Aid departments to better understand who our students are and where their needs are
    1. Invite Enrollment Management to NPCFF Board Mtg to discuss
c. Coordination with Student Services, Student Success, and Financial Aid/SNAP CAN/Metallica Scholars
d. Refinement and revision of AwardSpring application process

VI. Action Item: Approval of July 1, 2026 – June 30, 2027 Budget DRAFT (Attachment) Mark moved to accept the 2026-2027 Budget as Discussed; David seconded. Discussion: Jesse presented the draft budget. Operational costs overall will stay roughly the same, though there were decreases in PR Events & Office Supplies due to NPC covering much of those costs and an addition of AwardSpring's annual service fee. Unrestricted scholarships includes carry over & completion amounts for BAS-ECE, BAM, J Swarthout, & T Osborne awards and the Endowment Spending Pilots for the year. Jesse proposed discontinuing the Transportation Grant for the Daniel Peaches Memorial Scholarship as it has never been used; it will be funded through AndyVon Transportation Funds as needed. There is an increase in GED testing fee funding, and the Board agreed to maintain the same amounts in the Emergency Fund and the Mini-Grant Fund, continuing the Early Application Awards, discontinuing the Summer Textbook Scholarship, and carrying over the previously awarded funds for OER, GED Travel, and the postponed Miss Native NPC Pageant. With these discussed finalizations, **all voted in favor; no abstentions.**

VII. Annual Review of NPCFF Executive Director (NPCFF President Terry Shove) – Terry asked that this be postponed until after she was able to discuss the evaluation with the rest of the board without Jesse being present. After Jesse returned, Terry presented the review results, with the clarification that the review was conducted in context of a new executive director in her first year on the job. The Board asked that a review of the review policy and instrument be scheduled for some time in the fall.

VIII. Review of Guiding Documents

A. **Bylaws, adopted 3/1/2016, amended 6/6/2025** (Attachment) Suggested revision of Article 4, Section 1 – Discussion: Jesse suggested removing the language delegating responsibility for day-to-day operations of NPCFF to the president of Northland Pioneer College. Mark proposed revising Article 4, Section 1 to read "The board delegates responsibility for day-to-day operations of NPCFF to the executive director of NPCFF…" Jesse asked if having a term length would be helpful when recruiting new board members. David thought so. Mark suggested adding a term length of 3 years. Pat and Terry agreed as long as there were no limits to the number of terms one could serve. Jesse will develop those revisions and bring them back to the board in July.

B. **Policy 1: Meetings, adopted 2016, amended June 2024** (Attachment) – No changes suggested – No Discussion

C. **Policy 2: Financial Management, adopted 2/19/2016, amended 3/16/2026** (Attachment) – No changes suggested – No Discussion

D. **Policy 3: Gift Acceptance, adopted 1/28/2019, amended 6/12/2025, aligns with NPC Procedure #2385** (Attachment) – No changes suggested – No Discussion

E. **Policy 4: NPCFF Executive Director's Evaluation, adopted 2016, amended June 2024** (Attachment) – No changes suggested – See VII. Annual Review for proposed revision of this policy in Fall of 2026

F. **NPC-NPCFF MOU, adopted 7/15/2019, amended 4/1/2026** (Attachment) – No changes suggested – No Discussion

IX. Adjournment: The meeting adjourned at 12:51 p.m.

Lunch from Keams Canyon Cafe