

NFLL Council Meeting Minutes

Monday, June 9, 2025

DTC – 4th Floor, 145 N. Centennial Way, Mesa or via Zoom

Members:

President	Jacki McDugle*✓	Curriculum	Suzanne Brown*✓
Vice President	Allan Zisner*✓	Membership	Mary Boehlen*✓
Secretary	Pat King*✓	Social	Joanne Handlong*✓
Treasurer	Fred Searing*✓	Communications	Dawn Fleming*
Members-at-Large	Lois Schaffer*✓	Technology	
	Carolyn Follett*	Volunteer	Mary Adamick*
	Jan Lorette*✓		Dan Taylor*
	Janice Overdorff*✓	MCC Liaison:	Debby Smith✓
Past President	Roland Tanner*		

**Designates voting member per Operating Procedures for NFLL (1-9-2023)*

✓ = present

Call to Order. Jacki McDugle called the meeting to order at 9:30 a.m. with a quorum of voting members present. Guests included member Mike Rague and Membership Committee member Carol Stanton.

Minutes of Last Meeting. Mary Boehlen asked that “agreed” be changed to “proposed” under the Membership Report discussion regarding Open House planning and execution. The May meeting minutes were then approved as amended. (Suzanne Brown, Jan Lorette).

Mission Minute. Suzanne said that our member Linda McKinley took brochures for her community in Colorado where she spends summers. Linda will propose that the senior center there join NFLL and use our programs for the summer. Jacki relayed a comment from Debbie Arcello that she really appreciates the weekly email Suzanne prepares as a compilation of the week’s activities as a timely reminder. Jacki carries a printed copy with her throughout the week.

President’s Message. As this was Jacki’s last meeting as president, she thanked everyone for their support as she unexpectedly moved into the president’s role with Cindy’s passing in January. Jacki plans to continue providing support for Allan as he takes over as president.

Treasurer’s Report. Fred reviewed the May financial summary:

Our membership remains the same as last month at 207 compared to 231 at this time last year. Our budgeted plan this year was for 240 members. A member shortfall of 33 puts our income deficit at \$1,485.

During May we had a purchase of material for summer classes in the amount of \$55.58. At the end of May our current year-to-date fund balance is \$4,822.41. When taking into account prior years, this total is \$34,571.95.

MCC Liaison. Debby Smith continues to support NFLL as she works from the Southern and Dobson campus this summer. She reported that 48 summer schedules have been distributed in addition to the 50 picked up at the General Meeting. Another 60 copies have been requested for printing. Debby also said NFLL already had three “new new” members for fall. Debby offered to assist any council member wishing to set up/update their NFLL email signature using the new MCC guidelines. She is located in Building 36N, Room 728, Tuesdays and Thursdays from 8-3:30 this summer.

Committee Reports

- a. **Curriculum.** See included report. Suzanne reported having 30 courses already scheduled for fall with another list of presenters to be confirmed. Supplies for summer art classes and replacement games have been ordered and received.
- b. **Membership.** See included report. Clarification was asked for buying supplies and refreshments for Open House. As a contingent worker, Mary Boehlen will be able to check out and use the employee Purchasing Card. Mary was asked to communicate with other NFLL committees or individuals the class information, materials, and other assistance needed for the September Open House as those plans are finalized.
- c. **Social.** See included report. Suzanne appreciates receiving event dates as soon as confirmed so the information may be added to the NFLL Calendar on our website.
- d. **Communications.**
- e. **Volunteer.** See included report. Volunteer hours *reported* during May totaled 138. Personal costs incurred totaled \$25.
- f. **Technology.**

Unfinished Business

- a. Membership Directory. Distribution is on hold. Per FERPA regulations regarding student privacy, NFLL members will complete and return a form by a specified date **annually** to comply with FERPA regulations. Each member will choose if his/her name, email address, and phone number may be published. It was noted that Diana Pierce should have a copy of member addresses in her role as Sunshine person.
- b. Checklist for organizing NFLL Events. Debby said she would modify a recent checklist to be useable for any upcoming events requiring facility use, funds, etc.
- c. Flowchart for signing up/registering for classes. Allan will work on this as a publication piece.
- d. Council Overview/Duties. Allan reported that he had gotten no responses to his requests to committee chairs for updating committee responsibilities based on the 2023 document created by Cindy Schrantz. Further discussion was tabled. Jan Lorette will complete her term as member-at-large via Zoom from her midwestern home. Jacki will call Carolyn Follette to ask her intention to continue as member-at-large from her new home.
- e. Annual Report. Input from committee chairs is due to Jacki by June 17.
- f. Allan will check with MCC regarding access to our NFLL website (i.e., a named beneficiary or process) in the event he is no longer able to maintain it.

New Business

- a. Council Member Orientation. Jacki said she will develop a plan for orienting members to the Council and its operations. Possible topics to be covered include a review of the Council’s role and duties, an overview of MCC’s IT systems used by NFLL for managing data and memberships

(ProClass, SIS, etc.), and contingent employee training for those Council members who require access to student records. The current list of Council (and others) members who need access to student information is being reviewed.

- b. Jacki thanked Council members for the orchid plant she received in appreciation for her service as president since January.

Adjournment. The meeting was adjourned at 11:45 a.m. There will be no July meeting, so the next NFL Council meeting is scheduled for Monday, August 11, in Desert Willow 131, Red Mountain campus, beginning at 10 a.m. Future meetings will rotate between Southern/Dobson and Red Mountain. Participating by Zoom will continue to be an option.

Respectfully submitted,

Pat King
NFL Secretary