

NFLL Council Meeting Minutes

Monday, August 11, 2025

Red Mountain Campus, Desert Willow 131, or via Zoom

Council Members:

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

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

✓ = present

Call to Order. Allan Zisner called the meeting to order at 10:05 a.m. with a quorum of voting members present. Membership Committee member Carol Stanton was also present.

Minutes of Last Meeting. It was noted that Sunshine's Diana Pearce's last name was misspelled. The June meeting minutes were then approved as amended. (Jacki McDugle, Lois Schaffer).

Mission Minute. Jacki provided feedback that everyone she spoke with has enjoyed our summer classes. Suzanne Brown added that average attendance this summer was greater than last year. In-person classes averaged 8-12 members while online classes averaged 16-24. The fall schedule includes 93 classes (including those offered jointly with NAIL). Without events planned by the Social Committee this fall, NFLL has scheduled 190-200 *individual* classes.

Treasurer's Report. Fred reviewed NFLL's July financial summary:

Our expenditures for the month totaled \$89.12. This appeared to be for summer class materials. During July we had 7 members join for a total income of \$315 (compared with 8 members last July). A net positive balance of \$225.88 resulted.

Beginning with this July report, a worksheet showing membership by month for the current FY with comparisons to last year is included along with the 2025-26 planned membership (as used for budget creation purposes).

Carol Stanton asked about a carried-over fund balance from previous academic years. Allan will ask Kathleen Perales to explain this at a future Council meeting.

MCC Liaison. Debby Smith reported that about 70 people have completed the online membership form and fee payment is in process for processing these 2025-26 memberships.

Committee Reports

- a. **Curriculum.** See included report. Suzanne emailed the first draft of the Fall 2025 schedule earlier this week. She happily indicated that this timing was two weeks earlier than last year.
- b. **Membership.** Because this committee is currently without a chairperson, Allan, Jacki, Suzanne, and others will assume the responsibilities of conducting the September 5 Open House.
- c. **Social.** See included report. Joanne said the Social Committee could use more members since a couple of people have resigned. Committee members do plan to be present at Open House and the New Member Welcome Coffee to promote activities and seek new committee members. Suzanne said that with changes in ProClass, it is now possible to include photos with emails and she will be glad to assist those who use ProClass with this added feature.
- d. **Communications.** See included report. Dawn Fleming reported working with Dawn Zimmer, MCC PR Marketing Manager, to create a press release about the upcoming Open House for release next week. Dawn Fleming requested access to the MCC Intranet; Dawn Zimmer may be able to facilitate that. Dawn Fleming also requested to be part of any meetings, reviews, or discussions regarding the NFLL newsletter because of some confusion regarding the current issue.
- e. **Volunteer.** See included report. Volunteer hours *reported* during July totaled 49 hours. A Silver Linings Senior Expo is taking place on August 16. Jacki, Suzanne, Terri Pokosh, Dan Taylor, and Donna Astrauskas will represent NFLL.
- f. **Technology.** Allan has updated the NFLL website with links for the new member and returning membership process. Ideas for website changes, corrections, etc. should be sent to him.

Unfinished Business

- a. Checklist for organizing NFLL Events. Debby said the Open House procedures checklist is in use and can be modified for upcoming events requiring facility requests, funds, etc.
- b. Flowchart for signing up/registering for classes. Instead of a flowchart, the procedure has been clearly outlined in a step-by-step process.
- c. Council Overview/Duties. Allan reported updating the Council Overview/Duties document created by Cindy Schrantz in 2023.
- d. Council Member Orientation. Jacki is developing an outline.
- e. Annual Report. Jacki indicated that the Annual Report for 2023-24 is in the review/final editing process. Copies should be available at the Open House.

New Business

- a. Fall 2025 Facilitators. Suzanne provided a list of classes needing facilitators and asked Council members to consider volunteering for classes they are attending.
- b. Social Committee Co-chair. The Council recognizes Roland Tanner as co-chair of this committee.
- c. September Open House, Friday, September 5, 1-3 p.m. Each committee chair should have a committee member at their table with information about that committee. All Council members should plan to participate at the Open House to welcome back returning members and greet prospective members, answer questions, etc.
- d. Future Council meetings will begin at 10 a.m.
- e. Mike Rague was welcomed as a new member-at-large effectively immediately.
- f. All-member communications. All Council and committee members who email NFLL's entire membership are encouraged to use ProClass rather than personal email systems. ProClass provides an auditing track for both MCC and NFLL communications.

Adjournment. The meeting was adjourned at 11:50 a.m.

Next Meeting: Monday, September 8, beginning at 10 a.m. at Southern/Dobson, Bldg 38, Room 608A/B (Thunderbird Think Tank).

Respectfully submitted,

Pat King
NFLL Secretary