

**NFLL Council Meeting MINUTES - Monday, April 9, 2018 9:30 am**

Mesa Public Library, 64 E. First St. - Saguaro Room

Attendees:

Vice President: Roland Tanner

Treasurer: Gregory Master

Secretary: Diane Grogan

Members-at-Large: Anne Stehr

Sandra Whitley

Daniel Scarpone

Mary Boehlen

Curriculum: Jennifer Wong

Membership: Barbara Thelander, Barbara Dixon

Social: Peggy Schulz

Communications: Peggy Randolph

MCC Liaison: Pat Esparza

**1. Welcome and Introductions:** The April 2018 meeting was called to order at 9:30 a.m. by R. Tanner with a quorum present.

**2. Approval of March 2018 Minutes:** Discussion resumed about the Dr. Casey Johnston class and the \$20.00 "donation" to NFLL. Reminder by B. Thelander to follow the rule of the non-disclosure form. J. Wong stated that facilitators need to follow up with presenters to be sure the forms have been signed. Some facilitators (D. Grogan) were unaware of that responsibility. A motion to approve Minutes from the March 2018 meeting was proposed by B. Thelander and seconded by M. Boehlen.

- **Approval of Consent Agenda:** Following the review/approval of the Consent Agenda, it will be added to the minutes. A motion to approve Consent Agenda was proposed by M. Boehlen and seconded by P. Schulz.

**3. President's Report – *Lessons learned at Spring Membership Meeting*** – Some thought B. Worsley presentation was too political. B. Thelander raised the ASU downtown issue. Maybe focus more on MCC and history from cotton fields to today. R Tanner stated that the membership meeting is for members, and to bring members into communication. Reminder of strategic plan: what the organization is about – mission, vision – things to do during the year. Ask members "What do you want from NFLL?" R. Tanner asked how to get more members to attend the all-member meeting. B. Thelander moved that spring scholarship recipients attend the spring meeting. A. Stehr seconded the motion. S. Whitley agreed to focus on getting more members to attend the meeting. P. Schulz suggested box lunches for the meeting which would be about the same price as snack and cookie trays. Discussion about location for Fall Membership Meeting. B. Thelander proposed a program that highlights the MCC campus. P. Schulz suggested different locations and referred to a zoo meeting in the past. R. Tanner suggested an ad hoc committee to explore next meeting. P. Esparza reminded us that the All-Member Meeting is the responsibility of the NFLL Council.

**4. Treasurer's Report:** G. Master presented Round Two of the new format for the Treasurer's Report. The new financial report is driven by purchase orders, and forecasts what we will spend using a year to year comparison. G. Master added lines and boxes to make the report easier to read. Looking at the yearly totals, we are doing well working toward a balanced budget. G. Master showed the Committee the prediction for the 2019 budget. Committee chairs need to give dollar estimates for 2019 to G. Master. He also suggested a monthly brief budget sheet and a quarterly longer form. All agreed. Overall consensus in favor of new format. B. Dixon moved to accept the Treasurer's Report and B. Thelander seconded the motion. B. Thelander initiated discussion about webpage design and the need to add MCC logo to webpage. R. Tanner and A. Zisner met with Polytech. Need two layers of code – under the page and the front of the page. Using ASU, MCC students as designers not an option as they leave at semester.

**5. MCC Liaison Report:** P. Esparza stated that parking permits are no longer required for students on MCC campuses, only for faculty. New contact person (no longer Rosa) at Dobson is Tanya T. Smith 480-461-7746 for access to NFLL storage room. Please give her a heads-up before showing up to request access. Fall Open house is scheduled for September 21 in the Navajo Room. P. Esparza requested two (2) cashiers and three (3) additional people, along with her and N. Hansen, to help register new members. Laptops will be in curtained-off area. Just need to coordinate with I.T.. Break-out room locations for Open House are pending. B. Thelander suggested the Common Area since the event is on a Friday afternoon and campus is not busy. P. Randolph, R. Tanner, D. Scarpone, B. Thelander, and B. Dixon will meet P. Esparza at MCC after the Volunteer Luncheon to check out the Navajo Room. Regarding NFLL Fall registration on 9/25: a request for walk-in registration at Dobson campus. B. Thelander suggested using rooms off the Enrollment Center. P. Esparza recommends that the Council contact the new director at MCC, and invite him to a meeting. Gauge his stance on lifelong learning and not for credit classes. Gateway is offering not for credit classes and bringing back adult ed. classes. And...PCard is in process. N. Hansen is the buyer and P. Esparza is the retriever. Please provide two week notice via email. One last petty cash request will be honored for the picnic.

**6. Upcoming Events:** Human Library Project. R. Tanner took his mother to enroll. Good response as some classes are already full. P. Esparza and other from Red Mountain will attend the event to get ideas.

NFLL Picnic is April 12.

NFLL Volunteer Luncheon is April 26. D. Taylor has asked some members to speak. A. Stehr cannot attend.

## **7. Old Business**

- Dates and locations for Fall Open House September 21, and New Member Coffee October 5 at Dobson campus in LB145.

## **8. New Business**

- NFLL Nominating Committee: S. Whitley reported that this group started up last year. Last fall Support services with G. Kleeman and P. Randolph met. These two groups have similar goals and have

combined into a Volunteer Development Committee to search for a Curriculum Chair and any other needed positions. Thank you to J. Wong for making the Curriculum Chair duties clear. Volunteer Development Committee will meet in a few weeks.

#### **9. Discussion Items:**

- Members-at -Large Report: D. Scarpone reminded the group about Salt River Brass discounts.

#### **10. Committee Action Items**

- Social Comm. Report: nothing to add to consent agenda items.

- Curriculum Comm. Report: J. Wong reported 25 class proposals for fall have been received. B. Thelander requested to leave personal phone numbers out of the registration catalog. R. Tanner suggested that facilitators opt in or out to have personal phone numbers included in registration materials. D. Grogan suggested that gatekeepers give out the contact information only after NFLL students register for classes. R. Tanner asked about the ease of doing that. Discussion about gatekeepers currently sending out class location and date reminders to registered NFLL students – the contact info and phone number can be included at that time. A. Stehr asked how do people contact the class facilitators. E mail addresses are on-line and in registration booklet. B. Thelander moved that facilitator personal phone numbers be removed from the class schedule information. M. Boehlen seconded the motion. All were in favor. P. Schulz stated that only 12 classes were available for summer semester. She suggested just games and out to lunch for summer, and asked if classes were necessary. J. Wong informed us that several people attend summer classes.

- Communication Comm. Report: nothing to add to consent agenda items.

- Volunteer Comm. Report: S. Carney is out of town.

- Membership Comm. Report: nothing to add to consent agenda items.

Next Council meeting: Monday, May 14 at 9:30 in the Saguaro Room.

The meeting was adjourned at 10:45 by R. Tanner. *Minutes respectfully submitted by Diane Grogan.*