

**NFLL Council Meeting MINUTES - Monday, October 8, 2018 9:30 am**

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

Attendees:

President: Daniel Taylor

Past President: Marlin Fried

Secretary: Diane Grogan

Treasurer: Gregory Master

Members-at-Large: Mary Boehlen

Anne Stehr

Sandra Whitley

Communications: Arlys Medicott

Social: Peggy Schulz

Curriculum: Ruth Brooks, Nancy Olson

Membership: Barbara Thelander, Barbara Dixon

MCC Liaison:

Guests: Allan Zisner, Kerstan Ryan, Diana Pearce

**1. Welcome and Introductions:** The October 2018 meeting was called to order at 9:30 a.m. by D. Taylor with a quorum present.

**2. Moment of Silence:** to remember Con Downey.

**3. Approval of May 2018 Minutes:** Corrections to October minutes: change the word “distinctly” to “directly” under Old Business. Arlys Medicott’s name moved from Social to Communication Committee. A motion to approve minutes was proposed by M. Boehlen and seconded by R. Brooks.

- **Approval of Consent Agenda:** A motion to approve Consent Agenda was proposed by B. Thelander and seconded by P. Schulz.

**4. President’s Report:** Four Council members met for an hour with the new MCC President, Dr. Richard Haney, on Wednesday, September 12. He understands the community college system very well, and is supportive of life-long learning and our group. Dr. Haney was invited to speak at the annual meeting in November. D. Taylor suggested changing the date of our annual meeting to November 9, since Dr. Haney is not available on November 2. D. Grogan asked who is in charge of changing/updating the on-line calendar. M. Fried can change dates, and some committee members also have that ability. D. Taylor reported that Dawn Rhodes from the Center for Communication and Civic Engagement (AmeriCorp) is interested in working with the New Frontiers technology group. Allan Zisner, Greg Master, and Greg Hirschl will be the “point people” for that project. B. Thelander mentioned that New Frontiers has worked cooperatively with service learning students in the past.

**5. Treasurer’s Report:** G. Master presented his report. Charges were added from AlphaGraphics for the newsletter, so the amounts are accurate. G. Master needs to get with N. Hansen regarding the Chartwells and Crackers P.O.’s. We are over on the Staples P.O., and the PCard was used to purchase lanyards. The main thing is that our projected deficit is up due to lower enrollment numbers. The numbers at the time of the report were 346 members versus 371 in October of 2017. R Brooks gave the updated enrollment number of 354. A motion to approve Treasurer’s Report was proposed by M. Fried and seconded by D. Grogan.

**6. MCC Development Office:** Kerstan Ryan, MCC Director of Annual Giving was in attendance to offer advice about scholarships. She offered her services in writing annual letters for scholarship fund raising. After a discussion of donations in C. Downey’s memory, K. Ryan suggested the annual letter for scholarship have an addendum with C. Downey’s information. G. Master and B. Thelander agreed that all the scholarship donations go into one fund. D. Pearce suggested that \$3,000. remain designated as MCC student scholarships. We were able to offer five (5) student scholarships two years ago, and four (4) last year. K. Ryan recommended using the current letter and adding the suggestion of making a gift in memory of C. Downey. She suggested using the margins on the current letter to include a picture and obituary. A. Zisner asked if this is a one-time scholarship.

D. Taylor stated we will do it this year, and see what happens. D. Taylor asked for consensus. R. Brooks moved to include information with the scholarship fundraising letter, and S. Whitley seconded it. D. Taylor will send K. Ryan a copy of the past letter. D. Pearce expressed her frustration in dealing with the MCC Financial Aid office due to procedural and staff changes. She does not know if student scholarship letters for Fall Semester were sent. K. Ryan is aware of the problem since the changeover. D. Pearce will email her information to K. Ryan, who will take care of the issue.

**7. MCC Liaison Report:** No report. M. Fried suggested having a Council meeting closer to the Red Mountain campus to make it easier for Dr. Reyes or N. Hansen to attend.

**8. Old Business:** Classroom Assignments - R. Brooks met with N. Hansen regarding classroom assignments at MCC Dobson. One MCC staff member is on FMLA, and one resigned, so New Frontiers classrooms are not being scheduled in a timely manner. R. Brooks heard that the College may centralize all classroom assignments. P Schulz added that classes have been moved on short notice. R. Brooks agreed that the current situation is difficult, but Curriculum Committee is working through it, and members have been patient. Fees for classes: R. Brooks, J. Wong and B. Thelander created a document outlining the process to follow. After a brief discussion, P Schulz made motion to accept the document, and M. Boehlen seconded it. B. Thelander stated that the document needs to go in the Operations Manual. C4Success: M. Fried reported that NF mentors have met with eight (8) students. Scholarship/stipend: M. Fried reported that one person applied for the New Frontiers scholarship. B. Dixon, D Taylor and G. Master approved the scholarship. S. Whitley asked if the scholarship can be renewed each semester. M. Fried stated that the scholarship is good until the end of next summer. School Board Candidate Forum – We will use “Coffee and Conversation” for meeting the school board candidates. A. Stehr expressed concerns about the size of the room. D. Taylor reminded members to get out and vote. There are several candidates for MCC members-at-large.

**9. New Business:** Empty Bowls – There are enough volunteers for the event. We have a minimum of six people for each shift, but can always use more. D. Taylor will send another email blast with the shifts and Koni Christopher’s contact info. Instructors for Con’s classes - R. Brooks and the Curriculum Committee asked us to be sure to thank all the members who stepped up to cover Con’s scheduled classes. Survey – D. Taylor reported that the free survey Monkey copy is not sufficient for our needs. He suggested we upgrade to the \$200.00 annual plan which would allow multiple surveys to be conducted. D. Grogan suggested paying the annual fee and surveying members at the end of each semester. S. Whitley added that we could use the same survey each year. M. Fried proposed spending up to \$300.00 for Survey Monkey. The proposal was approved. New Member Coffee – B. Dixon would like four weeks between Open House and the New Member coffee.

**10. Discussion Items:** Replacement for Pat’s position - D. Taylor and M. Fried met with N. Hansen regarding support for New Frontiers since P. Esparza has left. N. Hansen said the College is looking to replace P. Esparza in the spring, and will provide temporary assistance for N. Hansen in the meantime. D. Taylor spoke to N. Reyes about our concerns for a replacement. P. Esparza was able to contribute to a great Open House because of her management level at the college. She was able to get cashiers and registration clerks set up at Open House. D. Taylor wondered if NF members could volunteer to help N. Hansen out until a replacement is found. R. Brooks asked what does Neva need, and who would coordinate the volunteers? P. Schulz added that volunteers would need flexible hours. S. Whitley suggested using a program like Sign-Up Genius. D. Grogan suggested finding out the specifics from N. Hansen of what she actually needs. D. Taylor will meet with N. Hansen and find out. D. Taylor raised the issue of an appreciation gift/plaque for Pat. Discussion about card and gift card. Council members will bring \$\$ to the November meeting to contribute to Pat’s gift. D. Taylor will invite P. Esparza to the Annual meeting in November. General Membership Meeting – will be held on Friday, November 9 at 1:00 in the MCC Dobson Library LB145. The Vice Provost will give greetings. Dr. Haney will speak. Committee Chairs will give brief reports. Nominations and voting for officers will take place. Shirts – M. Boehlen started the discussion about New Frontiers members wearing the same shirts for events. Currently we use the “Ask Me” badge to assist people. B. Thelander suggested we all wear the same color, not specifically a tee. M. Boehlen showed samples of MCC Bookstore tee shirts. D. Taylor thinks MCC may have some promotional shirts, and will check on them. D. Taylor suggested wearing vests since some people don’t wear tee shirts. No decision was made. Guidance – R. Brooks asked for clarification about spring and fall meetings and who requests the meeting

rooms. D. Taylor stated that fall meetings/events are held at MCC Dobson, and spring meetings/events are held at Red Mountain. R. Brooks started the discussion of procedures for closing campus in response to the campus-wide rain closure last week. Is there a policy on instructors cancelling classes? What is Plan B when no classrooms are assigned prior to class dates? D. Taylor will check on these items. New Member Coffee – We added 57 members at Open House. B. Dixon reported the Coffee was a nice event. 26 new members responded to invitations; 19 attended. Less time was spent on NF procedural slides, which was a plus. D. Grogan suggested adding a slide with the three questions new members were asked to answer.

12. The meeting was adjourned by D. Taylor at 11:15.

**Next Council Meeting** – December 10 in the BOARD ROOM. (*Apparently I was not quick enough with the library scheduling calendar!*)

**NOTE:** The November Council meeting for 2019 is already on the calendar for Veterans' Day on November 11, 2019. That date needs to be changed, or the location moved.

The meeting was adjourned at 11:15 by D. Taylor. *Minutes respectfully submitted by Diane Grogan.*