

NFLL Council Monday January 9, 2023 Meeting minutes

In-person meeting at MCC DTC Board Room chaired by Cindy Schrantz.

Attendees:

President:	Cindy Schrantz
Vice President:	Bob Dukelow
Secretary:	Diane Grogan
Treasurer:	Fred Searing
Curriculum:	
Members-at-Large:	Allan Zisner, Margo Heaps, Ron Schueman
Social:	
SS/Communications:	Kathee Rutherford
Membership:	Mary Boehlen
Scholarship:	
MCC Liaison:	Neva Hansen
Past Presidents:	Dan Taylor, Roland Tanner
Guests:	Marie France Ganansia, Mary Kay Owens

1. The January 9, 2023 NFLL Council meeting was called to order at 9:34 am by President C. Schrantz with a quorum present.
2. **November 2022 Minutes** were reviewed. Two corrections were made. B. Dukelow moved to approve November minutes; seconded by M. Heaps.
3. **President's Report** – President C. Schrantz welcomed everyone to the meeting. President C. Schrantz began the meeting with a “60 second mission minute” – something positive about NFLL to remind us of our purpose. She shared an email message she received from a member.
4. **Treasurer's Report** – F. Searing emailed the November/December 2022 Financial Report to Council members for FY 2022-23. At the end of December, the fund balance was \$44,181.56. During the month we added \$180 in membership fees over November and an additional \$280 in Holiday Luncheon fees. Our expenditures were the following: NF Newsletter design \$200. Holiday Luncheon net cost to NFLL was \$879.55. D. Grogan asked if the holiday parties and picnics cost more than fees collected. The answer is “yes.” At this time, MCC is still ironing out details of the two NFLL member fee abatements. The MCC student scholarships that were awarded by NFLL have not hit our account.
5. **MCC Liaison Report** – N. Hansen brought NFLL business cards for Council members who requested them. She clarified the work schedule at Red Mountain campus: Sammy works Monday, Thursday, and Friday; Neva works Tuesday and Wednesday. M. Boehlen had a question for N. Hansen about petty cash. N. Hansen clarified that we use a debit card for purchases; there is no longer a petty cash account. M. Boehlen asked about reimbursement for printing costs - N. Hansen suggested that all NFLL print jobs be sent to her so she can forward them to the MCC Print Shop at no cost. R. Tanner asked if we should use a blanket P.O. for some events. N. Hansen explained that she fills out an official function form for events and the

cost must be included, so no blanket P.O.'s. M. Boehlen asked for clarification about FERPA training. All those involved have received an email. R. Tanner explained the new two-step verification process to use when logging into MCC email accounts. A discussion about FERPA and NFLL followed. N. Hansen will confirm training with Monica at MCC. The two NFLL member fee abatements mentioned in the Treasurer's Report have not been resolved.

6. Committee Reports

a) Curriculum – S. Brown emailed her report to all Council members.

b) Membership – M. Boehlen sent the Membership report which is included with the Minutes. Open House is scheduled for January 20 at Red Mountain campus.

f) Scholarship – B. Thelander sent the Scholarship report which is included with the Minutes. NFLL received a thank you letter from one of the recipients. C. Schrantz will make phone calls and find out how to contact other recipients.

7. Old business:

Updated Operating Procedures review - D. Grogan led a required review of suggested changes to the Operating Procedures. The Council members reached a consensus on changes to the document. D. Grogan will work with A. Zisner to update the on-line version.

Member Survey – S. Brown reported that the 15% response rate to the survey is normal or average. C. Schrantz gave Council members a copy of the survey results.

Marketing Team – how does the Council support them? D. Grogan showed a copy of an NFLL bookmark that she and M. Heaps created to distribute at Open House to publicize some NFLL classes. NFLL Facebook was discussed, and the suggestion was made to make it public. Also a suggestion was made to add Facebook information to the newsletter and website. D. Taylor mentioned contacting City of Mesa retirees. C. Schrantz suggested contacting MCC faculty retirees. S. Brown mentioned an HR professional group.

8. New business:

9. Other:

Meeting was adjourned at 11:00 a.m. The next NFLL Council meeting is Monday, February 13, 2023 MCC DTC at 9:30 am. Minutes respectfully submitted by D. Grogan.