

**NFLL Council Monday March 6, 2023 Meeting Minutes**  
9:30 – 11:00 am DTC 4<sup>th</sup> floor - 145 North Centennial Way.

**Attendees:**

<b>President:</b>	Cindy Schrantz
<b>Vice President:</b>	
<b>Secretary:</b>	Diane Grogan
<b>Treasurer:</b>	Fred Searing
<b>Curriculum:</b>	Suzanne Brown
<b>Members-at-Large:</b>	Margo Heaps
<b>Social:</b>	
<b>SS/Communications:</b>	
<b>Membership:</b>	Mary Boehlen
<b>Scholarship:</b>	
<b>Volunteer:</b>	
<b>MCC Liaison:</b>	Monica Margaillan
<b>Past Presidents:</b>	Dan Taylor

1. The March 6, 2023 NFLL Council meeting was called to order at 9:35 am by President C. Schrantz with a quorum present.
2. **February 2023 Minutes** were reviewed. M. Boehlen moved to approve February minutes; seconded by D. Taylor.
3. **Mission Minute** – D. Grogan shared that she was happy to see the co-branding of NFLL and MCC logos on Council meeting agenda and attachments. D. Taylor shared that he caught up with Caroline Cline – a NFLL member who used to be very active in marketing New Frontiers – and she is still taking and enjoying classes.
4. **President’s Report** – President C. Schrantz welcomed everyone to the meeting. C. Schrantz reported that MCC/NFLL advisory meetings continue. F. Searing will be invited to attend the next meeting. NFLL needs someone to chair the Communications Committee – basically to be in charge of newsletter and marketing. The marketing subcommittee is composed of: R. Tanner, M. Ganansia, G. Master, and R. Schueman. The Operating Procedures were updated as required. A copy will be sent to M. Margaillan.
5. **Treasurer’s Report** – There was no report for February, as there was no activity in NFLL accounts.
6. **MCC Liaison Report** – M. Margaillan reported the OFF (Official Function Form) for the NFLL picnic will be submitted. A. Medlicott sent an email regarding picnic purchases to C. Schrantz. The decision was to wait until N. Hansen returns to deal with smaller purchases. M. Margaillan reported on storage issues. The current NFLL storage closet in LB145 is needed for MCC use, so NFLL storage (mostly files, papers, and pictures) will relocate to the 3<sup>rd</sup> floor. M. Heaps asked about NFLL DVDs. S. Brown replied that DVDs are stored at the Red Mtn. campus. D. Grogan asked about the contact person to access 3<sup>rd</sup> floor storage – it is Tonya. S. Brown asked if anyone on MCC campus archives pictures, etc. C. Schrantz asked about MCC guidelines for retaining records. M. Margaillan suggested keeping documents for 3 to 5 years,

and she will check on archives. C. Schrantz and M. Boehlen will do inventory and clean up before the move. M. Boehlen suggested NFLL donate binders and misc. school supplies currently in the storage area. S. Brown moved that all usable school supplies be donated to a MPS school. M. Heaps seconded the motion. All present were in favor.

## **7. Committee Reports**

a) Curriculum –S. Brown met with RISE (Rio Salado CC), and they are interested in a partnership with NFLL, as is NAIL (Chandler Gilbert CC). An idea is for each group to present one class that members from all 3 colleges can attend. S. Brown gave the example of Scott Sandell who currently presents financial classes to several lifelong learning groups. S. Brown reported that the Venture Out program went well. M. Heaps asked about partnering with Scottsdale CC. S. Brown added that marketing has suffered since the pandemic. M. Margailan agreed that it has been challenging, and we need to think differently. C. Schrantz mentioned NFLL newsletter. S. Brown suggested developing a marketing newsletter with information on joining NFLL. D. Grogan suggested utilizing the current newsletter, and adding a permanent page with the marketing information. M. Margailan mentioned City of Mesa Council members hosting community outreach.

b) Membership – No report.

c) Social – No report.

d) Communication – No report.

e) Volunteer – No report.

f) Technology – No report.

g) Scholarship – B. Thelander sent comments to President C. Schrantz. Scholarship applications open online June 2023. B. Thelander asked if we can approve expenses before that date. D. Taylor suggested putting the item on the April agenda. NFLL is looking for non-traditional students, and works with MCC Financial Aid Office (Adela Bob) to award three \$2,000 scholarships. S. Brown suggested changing dates to January. Can NFLL expect a biography from each recipient, and attendance at yearly membership meeting? D. Grogan liked the recipient profiles in the last NFLL newsletter. C. Schrantz asked M. Margailan about contacting a specific MCC representative so NFLL could obtain information about scholarship recipients.

## **8. Old business:**

**Fall Calendar** – S. Brown asked the Council to approve calendar dates. The process is to start with the MCC calendar, then count back. 12 weeks are allotted for fall and spring semesters, and 8 or 9 weeks for summer. Traditionally Open House is 3 weeks from start of MCC classes. No dates yet from Social Committee; please send those dates to S. Brown. D. Grogan moved to approve NFLL fall calendar dates; M. Heaps seconded the motion.

**Marketing Team** – a subgroup of communication committee. Half of our SMART goals concern marketing. Upcoming events are at Aster Center and AZ Primary Care at Red Mtn. campus.

**Volunteer Recognition** – D. Taylor - Luncheon will be April 20<sup>th</sup> at EVIT. Flyers will be emailed to NFLL volunteers by the end of March with response deadline of April 3rd. Mary Adamick will be coordinating attendance and meal choices. Gatekeepers will sit at the same table. There was a suggestion to invite instructors.

**9. New business:**

**Marketing Standards** – M. Margaillan shared logos and branding with C. Schrantz and A. Zisner. A. Zisner and S. Brown met and made adjustments (take out clip art, quotations, use official pictures that are branded, save space on page for logos) to course catalog.

**Next Strategy Item** – *Move to April meeting agenda item*

**Other-** Human Library Project, suggestion for mental health workshop.

**10. Adjourn** - Meeting was adjourned at 11:02 a.m. The next NFLL Council meeting is Monday, April 10, 2023 at 9:30 am at MCC DTC. Minutes respectfully submitted by D. Grogan.