

NFLL Council Meeting Minutes
Monday, September 11, 2023
Held via Zoom

Attendees:

President: Cindy Schrantz*
Vice President: Bill Lents*
Secretary: Pat King*
Treasurer: Fred Searing*
Members-at-Large: Lois Schaffer*

Communications: (chair needed)*
Curriculum: Suzanne Brown*, Jacki McDugle*
Membership: Mary Boehlen*, Peggy Randolph
Social: (chair needed)*, Arlys Medicott, Margo Heaps
Technology: Allan Zisner*
Volunteer: (chair needed)*

MCC Liaison: Neva Hansen
Past President: Roland Tanner*

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

Call to Order. President C. Schrantz called the meeting to order at 9:31 a.m. on Zoom with a quorum of voting members present. In commemoration on the anniversary of the 9-11-01 terrorist attacks, a moment of silence was observed.

Minutes of the June 23 Meeting. W. Lents moved to approve the August minutes; seconded by J. McDugle. Motion passed.

Mission Minute. The Annual Report covering the past year produced this summer was well done and looked great. Thanks were extended to everyone who participated in its development. Many comments have been received from members who were extremely happy with the summer classes and the opportunity to stay connected through activities.

President's Message. C. Schrantz thanked Mary Boehlen, Suzanne Brown, Jacki McDugle, Peggy Randolph, Jan Lorette, Neva Hansen, and Sammy Trujillo for designing the September Fall Preview Open House and NFLL Lifelong Learning 101 events. She also acknowledged MCC Student Life and Leadership for providing popcorn for both events.

Volunteer hours should be sent to Diane Batchlor (diane.batchlor@mesacc.edu), preferably monthly. Attending meetings and facilitating classes are just two examples of activities that qualify.

NFLL will be able to offer future scholarships although specific dates have not been determined. Barbara Thelander, Mary Boehlen, and Shirley Epps have agreed to be on the advisory committee.

C. Schrantz commented that, based on her trips to the NFLL materials storage room, the historical information found there has been very helpful in moving NFLL forward.

Treasurer's Report. In addition to the August 2023 financials spreadsheet emailed to Council members prior to the meeting, F. Searing identified these highlights:

- Fund Balance as of August 31, was \$41,625.79.
- During August we added 75 members for a total of 83 paid members.
- As of September 7, NFLL has 91 members.
- Net income for August was \$3,375 for a YTD total of \$3,735.
- Our expenditures total was \$690.41 and included the following:
 - Newsletter \$200.00
 - Open House Walmart \$107.27
 - Open House Staples..... \$ 41.53
 - Open House Rental Tables..... \$ 52.76
 - Envelopes & Mailing AlphaGraphic \$288.85
- YTD expenditures were \$1,106.56.

MCC Liaison Report. N. Hansen announced that the name of her office has been changed from Office of Community Partnerships to Career and Community Connections.

The New Member Coffee date was changed from September 28 to October 6.

During the Fall Preview Open House, 43 membership payments were made (30 renewals and 13 new). The membership renewal process may be initiated online from the NFLL site--renewing members fill out the form, Neva enters members into the student information system, and an email is then sent to the member with payment instructions.

Committee Reports:

Curriculum. As mentioned in the submitted committee report, there was a recommendation to change the length of the summer session. S. Brown moved to change the summer session from 9 weeks to 8 weeks. W. Lentz seconded. Motion carried.

Facilitators are still needed for many fall classes. Although equipment procedures and/or instructions are listed online, there are differences in the setup from room to room. Hopefully, restricting NFLL classes to fewer rooms at both Dobson and Red Mountain will simplify this. It was suggested to update the procedures for rooms used this fall. C. Schrantz volunteered to do this for the rooms she is assigned.

Membership. No report.

Social. No report.

Communications. Refer to report submitted/included in meeting materials packet.

Volunteer. No report.

Technology. No report.

Old Business:

- Branding overview. C. Schrantz provided the branding link on the agenda for everything you could possibly want to know about the branding changes (colors, fonts, other info) that affect Maricopa Community College System, Mesa Community College, and New Frontiers for Lifelong Learning. The updates provide consistency, professionalism, and cohesiveness in our print and online materials.

- NFLL t-shirts. Because of the requirement to make payments to MCC rather than individually to NFLL as shirts were ordered, this project was dropped.
- New NFLL nametags. A. Zisner explained the plan to create nametags with the newly created format incorporating the updated branding standards. He will contact P. Randolph for the membership list as of October 1 and then merge the names with the new label format file. The resulting Word document will be sent to N. Hansen who will send it to the print shop. Distribution of the nametags and new plastic holders will begin at the October 6 New Member Coffee. R. Tanner moved to proceed with this plan, W. Lentz seconded, and the motion carried.

New Business:

- Open House/Lifelong Learning 101 Debriefing. Using round tables instead of long rectangular tables felt more open and inviting. Attendees were impressed with the number and variety of class offerings. There was much interest in line dancing and Suzanne Brown's cooking classes. The popcorn was well received. On-site balance testing was popular and appreciated. Many thanks were expressed to Allan Zisner who provided one of the Saturday lectures due to a last-minute speaker cancellation.
- NFLL Revised Dates Calendar (dated 9-8-2023) was provided as an email attachment with this month's meeting announcement.
- NFLL members are now eligible for a Zoom Pro account free of charge. Complete a ServiceNow Case by going to <https://mesacc.service-now.com/csp>, click on the Open a ServiceNow Case, request a Zoom Pro account, and submit.

Adjournment. The meeting was adjourned at 10:40 a.m. The next NFLL Council meeting will be Monday, October 9, at 9:30 a.m.

Respectively submitted,

Pat King, Secretary