

AGENDA – NPC FRIENDS & FAMILY BOARD MEETING

Supporting and promoting lifelong learning through fund raising, advocacy and volunteerism

Monday, July 15, 2019 – 3:30 p.m. – NPC Painted Desert Campus

- I. **Call to Order –**
- II. **Roll Call and Introductions –**
- III. **Action Item: Approval of the Minutes of the May 13, 2019 meeting and board retreat:**
- IV. **Action Item: Approval of Treasurer's Report – NPC Friends and Family Treasurer Wendy McVicker:**

a. Operational Checking Account Activity

Beginning Balance – 04/30/19						\$51,361.79
Check #	Date	+/-	Amount	Payee/Payer	Purpose	
	05/01/19	+	5520.00	Transfer from US	\$500 for for GED Scholarships, \$20 for Compass Testing scholarships + \$5000 for nursing scholarships. Prepaid Visa purchased on 4/30/19	
1229	05/03/19	-	20.00	NPC Business Office	SP 19 Compass Testing Scholarship	
1230	5/14/19	-	300.00	P. Tanner	SP 19 Winslow Women's Club Scholarship	
	05/15/19	+	1865.23	Transfer from RS	\$615.21 from EJ Graff to RS for purchase of medallions from Coins4Anything + \$1250 for WWC scholarships.	
	05/15/19	+	250.00	Deposit	Donation of cash to Claude Endfield	

					endowment – to transfer to EJ Endfield
1233	05/15/19	-	250.00	Edward Jones – Endfield	Deposit of cash donation to Claude Endfield endowment
1232	05/15/19	-	750.00	T. McKinlay	SP 19 Winslow Women's Club Scholarship
	05/16/19	+	500.00	Transfer from US	AZ Gives Day 2019 Donation - Listizky
	05/16/19	+	4882.03	Transfer from US	AZ Gives Day 2019 Donations: \$1046.59 for Pres Winslow + \$609.14 Endfield + \$76.30 Graff + \$3150.00 Smith
1231	05/17/19	-	250.00	L. Wischmann	SP 19 Winslow Women's Club Scholarship
1236	05/17/19	-	1046.59	Edward Jones – Winslow	2019 AZ Gives donations
1237	05/17/19	-	500.00	Edward Jones – Listizky	2019 AZ Gives donations
1238	05/17/19	-	609.14	Edward Jones – Endfield	2019 AZ Gives donations
1239	05/17/19	-	76.30	Edward Jones – Graff	2019 AZ Gives donations
1240	05/17/19	-	3150.00	Edward Jones – Smith	2019 AZ Gives donations
1235	05/24/19	-	100.00	Petrified Forest National Park	2019 Special Use Permit – Pedal the Petrified
1234	05/31/19	-	1500.00	Summit Healthcare Foundation	2019 Murder Mystery Dinner Theater
Ending Balance 05/31/19	\$55,827.02				
Beginning Balance – 5/31/19	\$55,827.02				

Check #	Date	+/-	Amount	Payee/Payer	Purpose
	06/03/19	-	2909.93	NBAZ Visa	Online payment of 5/2019 statement
	06/10/19	+	5000.00	Transfer from US	NPCFF NUR scholarships
1242	06/11/19	-	5000.00	NPC Business Office	NPCFF NUR scholarships
1241	06/14/19	-	475.50	Coins for Anything	Purchase of Jon Graff PhD Scholarship medallions from Coins4Anything
Ending Balance 06/28/19	\$52,441.59				

b. Restricted Scholarships (Money Market) Account

Beginning Balance – 04/30/19	\$30,576.21				
Check #	Date	+/-	Amount	Payee/Payer	Purpose
	05/10/19	+	500.00	Caid Industries	Donation for 2019 WLD Scholarships
	05/14/19	+	615.23	Edward Jones – Graff	Visa purchase of medallions for graduates who received J Graff scholarships
	05/16/19	+	2111.22	Transfer from US	AZ Gives Day 2019 Donations: Swarthout \$1898.10 + VAL 153 \$213.12
	05/15/19	-	1865.23	Transfer to OC	\$615.23 from EJ Graff to RS to OC for Visa purchase of medallions from Coins4Anything + \$1250 for WWC scholarships.
	05/31/19	+	0.53	Interest	Interest
Ending Balance	\$31,937.96				
Beginning Balance – 5/31/19	\$31,937.96				

Check #	Date	+/-	Amount	Payee/Payer	Purpose
	06/28/19	+	500.00	Silver Creek Rotary Club	Fall 2019 Scholarship
	06/28/19	+	0.49	Interest	Interest
Ending Balance 06/28/19	\$32,438.45				

c. Unrestricted Scholarships (Money Market) Account

Beginning Balance – 04/30/19		\$79,283.99			
Check #	Date	+/-	Amount	Payee/Payer	Purpose
	05/01/19	-	5520.00	Transfer to OC	\$500 for for GED Scholarships, \$20 for Compass Testing scholarships + \$5000 for nursing scholarships. Prepaid Visa purchased on 4/30/19
	05/02/19	+	24,082.96	AZ Gives Day	2019 donations, minus processing fees
	05/09/19	+	26.89	AmazonSmiles	Proceeds from sales
	05/09/19	+	1191.21	Active.com	Check #2944692 in the amount of \$1191.21 for proceeds from PtP registrations.
	05/16/19	-	4882.03	Transfer to OC	AZ Gives Day 2019 Donations: \$1046.59 for Pres Winslow + \$609.14 Endfield + \$76.30 Graff + \$3150.00 Smith
	05/16/19	-	2111.22	Transfer to RS	AZ Gives Day 2019 Donations: Swarthout \$1898.10 + VAL 153 \$213.12
	05/16/19	-	500.00	Transfer to OC	AZ Gives Day 2019 Donation - Listizky
	05/22/19	+	2500.00	AZ Community Foundation	Check #101251 for AZ Gives Day bonus money
	05/24/19	+	520.62	Active.com	Check # 2948552 in the amount of \$23.21 from active.com for donations added to PtP

					registrations; + Check # 2948588 in the amount of \$497.31 for PtP registrations.
	05/31/19	+	1.61	Interest	Interest
Ending Balance	\$94,594.03				
Beginning Balance – 5/31/19	\$94,594.03				
Check #	Date	+/-	Amount	Payee/Payer	Purpose
	06/10/19	-	5000.00	Transfer to OC	NPCFF NUR Scholarships
	06/10/19	+	1081.02	Active.com	Check #2951180 from active.com for PtP registrations
	06/24/19	+	1102.94	Revenue from special events	Check # 2954993 from active.com in the amount of \$856.32 for PtP registrations + Check #2955081 in the amount of \$46.62 for PtP donations added to registrations + Check #163347 from Pioneer Title in the amount of \$200 for sponsorship of disc golf tournament.
	06/28/19	+	1.41	Interest	Interest
Ending Balance 06/28/19	\$91,779.40				

d. Endowed Edward Jones – NPCFF Endowment

Beginning Balance –04/26/19			\$320,718.55
Activity	Date	Amount	Purpose
-	05/31/19	7079.33	Loss on Investment
-	05/31/19	370.97	Investment Fees
Ending Balance 05/31/19			\$313,268.25
Activity	Date	Amount	Purpose
+	06/28/19	11,702.07	Gain on Investment

-	06/28/19	380.57	Investment Fees
Ending Balance 06/28/19			\$324,589.75

e. Endowed Edward Jones – Smith Endowment

Beginning Balance –04/26/19			\$112,930.93
Activity	Date	Amount	Purpose
-	05/31/19	2618.35	Loss on Investment
-	05/31/19	130.61	Investment Fees
+	05/31/19	3150.00	Assets Added to Account
Ending Balance 05/31/19			\$113,331.97
Activity	Date	Amount	Purpose
+	06/28/19	4277.21	Gain on Investment
-	06/28/19	135.72	Investment Fees
Ending Balance 06/28/19			\$117,473.46

f. Endowed Edward Jones – Lisitzky Endowment –

Beginning Balance – 04/26/19			\$44,767.34
Activity	Date	Amount	Purpose
-	05/31/19	1198.26	Loss on Investment
+	05/31/19	500.00	Assets Added to Account
Ending Balance 05/31/19			\$44,069.08
Activity	Date	Amount	Purpose
+	06/28/19	1,547.38	Gain on Investment
Ending Balance 06/28/19			\$45,616.46

g. Endowed Edward Jones – Endfield Endowment

Beginning Balance –04/26/19			\$40,257.66
Activity	Date	Amount	Purpose
-	05/31/19	994.04	Loss on Investment
+	05/31/19	2,859.14	Assets Added to Account ☺
Ending Balance 05/31/19			\$42,122.76

Activity	Date	Amount	Purpose
+	06/28/19	1478.85	Gain on Investment
Ending Balance 06/28/19			\$43,601.61

h. Endowed Edward Jones – Pres Winslow Endowment

Beginning Balance –04/26/19			\$74,546.70
Activity	Date	Amount	Purpose
-	05/31/19	1689.66	Loss on Investment
-	05/31/19	86.23	Investment Fees
+	05/31/19	1331.59	Assets Added to Account
Ending Balance 05/31/19			\$74,102.40
Activity	Date	Amount	Purpose
+	06/28/19	2794.90	Gain on Investment
+	06/28/19	89.21	Investment Fees
Ending Balance 06/28/19			\$76,808.09

i. Endowed Edward Jones – Jon Graff, Ph.D. Fund

Beginning Balance – 04/26/19			\$3,882.18
Activity	Date	Amount	Purpose
-	05/31/19	158.45	Loss on Investment
-	05/31/19	615.23	Assets Withdrawn From Account
+	05/31/19	76.30	Assets Added to Account
Ending Balance			\$3,184.80
Activity	Date	Amount	Purpose
+	06/28/19	175.66	Gain on Investment
Ending Balance 06/28/19			\$3,360.46

Report of Endowed Funds as of 07/15/19 –

Name of Account	One Year Ago	Current	Change
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Smith (Advisory Solutions)	\$110,167.05	\$117,473.46	+7,306.41 (+6.63%)
Lisitzky	\$42,111.04	\$45,616.46	+3,505.42 (+8.32%)
Endfield	\$14,592.90	\$43,601.61	+29,008.71 (+198.79%)
NPC F&F (Advisory Solutions)	\$280,980.43	\$324,589.75	+43,609.32 (+15.52%)
Winslow	\$70,999.60	\$76,808.09	+5,808.49 (+8.18%)
Jon Graff	\$0.00	\$3,360.46	N/A
Total	\$518,851.02	\$611,449.83	+92,598.81 (+17.85%)

V. Director's Report/Old Business – Betsyann Wilson

A. Community Outreach Report –

B. AZ Gives Day Awards Gala –

C. 2018-19 Audit -

D. 2019 Executive Director Review – President Mary Koury -

E. From 2019 Retreat - NPC Designee to Handle NPCFF Business in the Event of Executive Director's Extended Absence -

F. From 2019 Retreat - Planned Giving on Facebook Live -

G. From 2019 Retreat - Grant for Mobile Science Lab -

H. Endowed scholarships for Academic Year 2019-20 –

I. Newsletter July 2019 -

VI. New Business

A. Action Item – Approval of the FY 19-20 Budget – Attachment

B. Action Item - Review and acceptance of fourth quarter 2018-19 report and review and acceptance of first quarter 2019-20 plan. – Attachment

C. Action Item – Approval of Amended Bylaws providing for staggered terms for NPCFF officers (from Minutes 5-13-19) – Attachment

D. Action Item – Approval of Memorandum of Understanding between NPC Friends and Family and Northland Pioneer College – Attachment

E. First Read – Approval of joint procedure regarding fundraising and gift acceptance between NPC Friends and Family and Northland Pioneer College - Attachment

VII. Next Meeting: August 19, 2019 – 3:45 p.m. – 5:00 p.m. x 7479

VIII. Adjournment: