



September 17, 2007 – MLTD Board Meeting Minutes Mesa Chamber of Commerce

Attendance

Present: Kate Ali'varius, Vicki Coe, Dale Easter, Kay Henry, Laura Hyneman, Maria Mancinas, Nathan Ricks, Linda Sullivan, Denise Traves

Excused Absence: Dina Higgins, Brian Sexton

Call to Order

The meeting was called to order by Chair Dale Easter at 5:35 p.m.

Approval of 8/20/07 Board Minutes

Denise moved to approve the 8/20/07 board minutes as submitted and Laura seconded it. Motion passed unanimously.

Financial Report

Current Account Balances: Scholarship Savings Account \$434.63; Program Checking Account \$16,964.72; Alumni Checking Account \$2,888.32; and Scholarship CD \$2,621.34.

September Expenses: Kate moved to approve the September Expenses of \$208.40 as presented and Linda seconded it. Motion passed unanimously.

Nathan proposed converting part of the program's checking account balance to a six month CD (4.4%) since a good portion of the account's money won't be spent until April/May. Denise moved to purchase an \$8,000 6-month CD that would earn \$154 interest. Linda seconded the motion and it passed unanimously. The dollars earned could give class members an extra benefit (such as free MLTD shirts at graduation). Nathan will purchase the \$8K CD no later than the end of September.

Action, Discussion or Communication Topics

MLTD Vision Statement

Dale presented his draft version of possible MLTD Vision and Mission statements based on the Board's comments at the June retreat. He will send an e-mail request to all board members to critique these statements and give him feedback. The Vision and Mission statements will be on the October meeting agenda for approval.

10/12/07 Alumni "Town Hall" Meeting

The board agreed to have an Alumni Town Hall meeting on October 12 (Friday) from 6:00 to 7:00 p.m. to solicit comments and feedback from the alumni on MLTD's performance. This meeting coincides with Downtown Mesa's "Friday Night Out" and will give attendees the opportunity to attend this growingly popular monthly event after the meeting ends. Each board member will give short update presentations on their area of responsibility and then the meeting will open up for Q&A. Light refreshments will be served.

Action: Denise to reserve the Community Room in the Police Dept Building on 120 N. Robson for this event.

11/2/07 Class/Alumni Networking Happy Hour

To give class members an opportunity to network more with each other and other MLTD alumni, it was agreed that a “no host” networking happy hour occur after the November 2nd class. It will start at 5:00 p.m. at a location to be determined. Each board member is to invite one alumnus to attend this event.

9/8/07 Class Caterer Assessment

Saffron Catering (contacted by Dale) provided breakfast and lunch at the September 8th meeting. Their charge was \$16/person. Their service was terrific but the lunch food quality was only average. Pasta, Caesar Salad and a vegetarian dish made up the menu – no desert. It was agreed to try different caterers over the next several months.

Action: Dina to contact a caterer to provide breakfast /lunch for the October meeting.

8/31/07 MLTD Job Descriptions Ratification

Kay reported that this project has been ongoing since April 2006. Board inputs occurred in October 2006 and May 2007. The last document was sent out via e-mail on 8/19. The MLTD Executive Council met on 8/31/07, made a few changes to the 8/19 job descriptions document and a final 8/31 draft was sent to the entire board. This final draft describes what each board member’s duties are currently and the Executive Council recommends it for ratification. Maria made a motion to approve the MLTD Job Descriptions document as presented, add the words “Addendum A” to the document, and in the near future review and reword the current MLTD Policies to incorporate Addendum A as part of the Policies document. Laura seconded the motion and it passed unanimously.

Monthly Board of Directors Activity Reports (Attachment A)

Attachment A contains the written August/September Reports submitted by the board members and the following additional dialogue occurred at the meeting.

Curriculum – Linda Sullivan & Denise Traves

At each board meeting, Linda will make available the previous monthly class meeting evaluations to anyone interested in reading them.

Program – Vicki Coe

One class member had approached Vicki regarding a Southwest Ambulance ride-a-long and she told him points could not be issued because Southwest was not part of the MLTD program. Discussion occurred regarding Southwest being a private business versus Mesa Police and Fire being public and the possible liability ramifications.

Publicity – Kay Henry & Laura Hyneman

Because of the many unsuccessful attempts to get the web site password information and EVIT to respond with a proposal, everyone agreed continuing this pursuit was a waste of time. Denise suggested contacting Karen Hubbard, who works for her and also does web site work. Karen is reasonably priced and could also take care of setting up a new domain host.

Action: Denise to get a web site proposal from Karen and submit to Kay and Laura.

Recruitment – Kate Ali’varius

The MLTD Application Form must be updated for availability at MLTD’s recruitment table at the Latino Town Hall on October 27. The question arose as to whether the registration fee of \$500 remain the same or be increased. Gilbert and Chandler charge \$500 for their leadership programs and other cities charge more. This question will be on the October board meeting agenda for a decision.

Past Chair – Maria Mancinas

Maria distributed copies of the 2007 Alumni Directory for board members to use in soliciting current alumni information. She will be e-mailing “name assignments” to the board for their phone calls.

Chair – Dale Easter

Class membership is now 27 because the potential 29th member did not submit his registration fee by the stated deadline and another class member is moving out-of-state because of job relocation.

Dale again requested everyone to help in soliciting sponsors for the class breakfast/lunches.

Adjourn

The meeting was adjourned at 8:02 pm.

Respectfully Submitted,
Kay Henry
MLTD Secretary

Attachments:

- A – August/September 2007 MLTD Board Activity Reports
- B – September Expense Report