



February 18, 2008 – MLTD Board Meeting Minutes Mesa Chamber of Commerce

Attendance

Present: Vicki Coe, Kay Henry, Dina Higgins, Laura Hyneman, Maria Mancinas, Nathan Ricks, Denise Traves

Excused Absence: Kate Ali'varius, Dale Easter, Brian Sexton, Linda Sullivan

Class 2008 Guests: Craig Henry, Theresa Jepsen

Call to Order

The meeting was called to order by Chair Elect Dina Higgins at 6:00 pm. Round table introductions occurred to welcome Class 2008 members Craig Henry and Theresa Jepsen.

Approval of 1/21/08 Board Minutes

Laura moved to approve the 1/21/08 board minutes as submitted and Vicki seconded it. Motion passed unanimously.

Financial Report

Current Account Balances: Scholarship Savings Account \$440.24; Program Checking Account \$5,977.83; Alumni Checking Account \$2,684.28; Scholarship CD \$2,670.04 and Program 6-month CD \$8,116.47.

February Expenses: Maria made a motion to approve the February expenses in the amount of \$469.20 (Attachment B) as presented and Vicki seconded it. Motion passed unanimously.

Action, Discussion or Communication Topics

Class 2008 Graduation Points Status

Vicki said the class now has 24 members since Richard Yahrmarkt is dropped from the program due to missing four classes. She stated she is concerned about the class members who haven't completed the mandatory shadowing and class project requirements.

Action: Denise to send an e-mail to the twelve class members needing to complete their shadowing requirement and get feedback as to whether they have their shadowing meeting scheduled or need help scheduling it.

Action: Denise to send an e-mail to the seven class members needing to complete the class project. They need to identify their makeup project and get board acceptance by the March 18th MLTD Board meeting. Board acceptance can occur through e-mail.

Action: Dale to contact Richard regarding completing his class requirements next year.

Nominating Committee

Laura reported she had contacted all the board members and asked if they wanted to serve on the nominating committee, plan to remain on the board next year and what board position(s) they preferred. Per MLTD Bylaws Article VIII, the Nominating Committee shall consist of five members in good standing and up to three directors can serve. Kay, Maria and Pat Esparza have agreed to join Laura on the committee. Laura is pursuing one more alumni to make up the committee. The Nominating Committee must present the List of Candidates to the alumni no later than April 2nd as required by the Bylaws 30 day notification stipulation.

Recruitment & 3/18/08 Open House

Maria presented her proposed flier for the open house. After a few word changes, it was approved and everyone thanked her for her insight in generating it.

Action: Maria to contact Kate for her review/approval of the flier. Then Maria will e-mail the flier to Pam Stapley to put in the next Chamber Newsletter. The flier will also be sent to MLTD's web site and appear in MLTD's March newsletter.

Action: Kay will send out a reminder e-mail to the Board on last month's Open House actions.

Database

Thanks to Linda Sullivan, Dina acquired a 23 page alumni membership listing dated 2005 which eliminates the need to create a new one. Dina had e-mailed update assignments to all board members prior to the meeting. Each board member has about 50+ alumni names to contact. Nathan is creating another list in Excel and Dina will forward all updates to Nathan. His listing includes columns for "lifetime member" and "deceased". The completed Excel listing will then be downloaded into an Access Program.

Action: All names must be reviewed/updated and sent to Dina by the March 17th board meeting.

Annual Meeting/Class Graduation

Dina has contacted several places to hold the 5/2/08 Annual Meeting and Class 2008 Graduation. Possible locations are the Arizona Golf Resort, Mesa Convention Center and Marriott Hotel. Maria offered to contact these three places plus some others that were suggested at the meeting. She will make the arrangements for the location and food. Dina will take care of the rest of the requirements (graduation plaques, invitations, directories, etc.). Dina plans to ask John Bradley (DMB) to be the guest speaker and talk about their development plans for their Phoenix-Gateway Airport project.

Monthly Board of Directors Activity Reports (Attachment A)

Attachment A contains the written February reports submitted by the board members and the following additional dialogue occurred at the meeting.

Curriculum – Denise Traves

Denise said the March class is being held at the Phoenix/Mesa Gateway and the April class is happening at MAC.

Placement – Laura Hyneman

Laura has received all the City of Mesa board/committee openings from Heidi Geist occurring in June. This listing will be in the March MLTD Newsletter and on MLTD's website.

Program – Vicki Coe

Vicki said a lot of the class members have been attending City of Mesa board/committee meetings as part of their requirement to attend non-profit board meetings.

Publicity – Kay Henry & Laura Hyneman

Two articles have been received (Kate and Laura). Deadline for articles is Sunday (2/24). Dina requested that hard copies of the March 2008 newsletter be sent to all alumni in addition to e-mailing it. Maria will distribute the newsletter.

Chair Elect – Dina Higgins

Dina will be contacting Jen Rooney to put together an alumni workshop in April. She will let the board know the details after the arrangements are made.

Past Chair – Maria Mancinas

Maria is focusing on Class 2009 recruitment and making sure all Class 2008 members obtain the necessary 500 points to graduate.

She asked if MLTD was planning to go Mesa's Outstanding Man/Woman of the Year dinner on February 19. Denise made a motion that MLTD pay for up to three tickets (\$45) for board members to attend the dinner. Nathan seconded the motion and it passed unanimously. Maria will attend and see if Dale and Laura can go.

Adjourn

The meeting was adjourned at 7:00 pm.

Respectfully Submitted,

Kay Henry
MLTD Secretary

Attachments:

- A - February 2008 MLTD Board Activity Reports
- B - February 2008 Expense Report