



## April 21, 2008 – Mesa LTD Board Meeting Minutes Mesa Chamber of Commerce

### Attendance

Present: Vicki Coe, Dale Easter, Kay Henry, Dina Higgins, Laura Hyneman, Maria Mancinas, Nathan Ricks, Linda Sullivan,

Excused Absence: Kate Alivarius, Brian Sexton, Denise Traves

Class 2008 Guest: Alberto Olivas

### Call to Order

The meeting was called to order by Chair Dale Easter at 6:11 pm. Round table introductions occurred to welcome Alberto Olivas from the Class of 2008.

### Approval of 3/17/08 Board Minutes

Vicki moved to approve the 3/17/08 board minutes as submitted and Laura seconded it. Motion passed 6 (yes) to 2 (abstain – Dina & Maria were excused from the March meeting).

### Financial Report

**Current Account Balances:** Scholarship Savings Account \$471.69; Program Checking Account \$12,516.27; Alumni Checking Account \$3,494.28; Scholarship CD \$2,684.94. The Program 6-month CD matured in April and was moved to the Program Checking Account.

**April Expenses:** Maria made a motion to approve the April expenses in the amount of \$1,153.11 (Attachment B) as presented and Kay seconded it. Motion passed unanimously.

**Annual Financial Reports for Board Approval:** Nathan presented his forecasted June 30, 2008 Annual Alumni and Program Financial Reports for the Board's approval prior to presenting them at the annual meeting on May 2nd. Maria made a motion to approve the forecasted Alumni 6/30/08 Net Worth Report (\$6,681.54 overall total) and Cash Flow Report as presented. Vicki seconded the motion and it passed unanimously. Since there are still outstanding Program Account costs associated with the annual meeting and graduation, it was agreed that everyone put together their best estimate of what those costs will be and send them to Nathan to incorporate into his forecasted Program Account report. Nathan will need the Board's approval via e-mail for the revised Program Account financial numbers prior to presenting them at the annual meeting.

**Action:** Kay to immediately send out an e-mail asking all board members to furnish Nathan with any unpaid receipts and estimates of what other costs might be (plaques, Marriott dinner, directories, programs, etc.) no later than April 29 so he can present more realistic Program Account financial numbers at the alumni meeting.

It was agreed that Power Point will be used at the annual meeting to present the financial reports and copies of the reports will be furnished to individuals upon request.

Nathan left the meeting after the financial report segment of the meeting was completed.

### **Class 2008 Insights**

Alberto said his main two objectives of learning about and connecting to the community were fulfilled throughout the Class 2008 program. He did make the following suggestions on how the program may be enhanced in the future.

- Structure program days based on effective models for adult learning.
  - Lecture style is the *least* effective method.
  - MLTD participants are not empty vessels, tap their expertise/experience.
  - Balance lecture with relevant, planned activity and discussion.
  - Integrate more multi-media, arts, technology and product development.
- Solicit feedback from the class members and then respond to it.
- More actively engage board members in program days, but respect class in-group dynamics.
- Miscellaneous:
  - Emphasis on MLTD participants as existing and future stewards of the community, not just interested community members.
  - No “down time”, especially during workday programs; have activities and backup plans.
  - More preparation of speakers and presenters, e.g. “*What do we wish more community leaders understand about this issue, this facility, etc.?*”
  - Respect the integrity of the program day theme, or at least explain deviance from the theme.
  - Only have 30 minute lunches unless traveling to another location for the afternoon sessions.
  - Consider offering points to class members who propose/arrange for unique tours that would add to the program curriculum

### **Action, Discussion or Communication Topics**

#### **Final Annual Alumni Meeting/Class 2008 Graduation Preparations**

Kay distributed a listing of items needed to be done for the May 2<sup>nd</sup> annual alumni meeting and graduation. Everyone joined in the discussion and all the “to do” items were assigned among the board members. Dale will order the graduation plaques/thank you plaques and make copies of the annual meeting agenda, list of 2008-09 BOD Candidates and the May 2007 annual meeting minutes for distribution. Dina is finishing the compilation of the directories and will order 125. Nathan will prepare the financial reports in Power Point for the alumni meeting and provide a list of the current paid alumni. Kay will design and print the graduation certificates and programs, provide a listing of the RSVP’s and alumni sign-in sheets, and continue communicating with the Marriott, attendees and guest speaker.

#### **Alumni Database Updating**

Dina and other board members have spent considerable time updating the alumni database information over the last couple of months. The recent resurgence of the 2005 alumni list, access to the Mesa voter file listing and some other search sites has made the process a little easier. However, Nathan brought a large stack of mail to the meeting that had been returned from the end of April alumni mailing due to incorrect addresses. Discussion occurred about hiring someone outside of Mesa LTD to take on this task and finish it. Dina’s contact (Yolanda Hindmarch) charges \$15/hour to perform these services. Dale made a motion to approve up to \$600 (40 hours work) to rehire Yolanda to continue the updates. Laura suggested that after \$300 is spent, Yolanda report back to the board as to how much work she had accomplished. Dina seconded the motion and it passed unanimously.

- Action:** Dina will provide Yolanda with a scope of work as to how many resources should be accessed for updating alumni information before an individual search is discontinued. She will provide a copy to Yolanda and the board before the work commences.

**Monthly Board of Directors Activity Reports (Attachment A)**

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

**Chair – Dale Easter**

Applications for Class 2009 are still coming in and interviews will start the second week in May.

**Secretary – Kay Henry**

Mesa LTD web site was updated and now provides pertinent information on the May 2<sup>nd</sup> Class 2008 Graduation and Annual Alumni Meeting.

**Adjourn**

The meeting was adjourned at 8:05 pm.

Respectfully Submitted,

Kay Henry  
Mesa LTD Secretary

Attachments:

- A - April 2008 Mesa LTD Board Activity Reports
- B - April 2008 Expense Report