



## May 19, 2008 – Mesa LTD Board Meeting Minutes Mesa Chamber of Commerce

### **Attendance**

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

Excused Absence: Kate Alivarius, Denise Traves

Absent: Dina Higgins, Brian Sexton

Guests: Francisco Ballesteros, Elizabeth Machado, Theresa Jepsen, Afton Zapata

### **Call to Order**

The meeting was called to order by Chair Dale Easter at 6:19 pm. Round table introductions occurred welcoming some of the new board members whose terms are effective 6/1/2008.

### **Approval of 4/21/08 Board Minutes**

Vicki moved to approve the 4/21/08 board minutes as submitted and Laura seconded it. Motion passed unanimously.

### **Financial Report**

**Current Account Balances:** Scholarship Savings Account \$471.69; Program Checking Account \$13,589.44; Alumni Checking Account \$3,584.28; Scholarship CD \$2,692.43.

**May Expenses:** Laura made a motion to approve the May expenses in the amount of \$3,963.45 (Attachment B) as presented and amended. Linda seconded the motion and it passed unanimously.

**2008-09 Alumni Dues Notice:** To be in accordance with Mesa LTD's Bylaws, Article IV, Para. 5, Dues ("The membership year for collection of dues shall extend from June 1 to May 31 annually."), the 2008-09 alumni dues notices must be mailed out in June.

**Action:** Nathan to coordinate sending out the alumni dues notices in June and will use the most recent updated mailing list. He will solicit help from other Board members as needed.

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

#### **Database Update**

Dialogue occurred regarding the 4/21/08 meeting database discussion and the "scope of work" Dina was going to prepare for an outside source to work on the database.

**Action:** Kay to e-mail Dina requesting the status of the database and her April scope of work action.

#### **Annual Meeting/Class 2008 Graduation Observations**

Everyone concurred that the Marriott did a great job, the dinner was good, the meeting went well and overall everyone had a good time.

**Action:** Kay to solicit e-mail inputs from those Board members involved in making all the arrangements to document what was done and what to do differently next year.

**2008-09 Board Retreat**

Everyone agreed to have the Board of Directors Retreat on 6/21/08 (Saturday) from 8:30 am to no later than 3:00 pm. The retreat will replace the regularly scheduled June 16<sup>th</sup> board meeting. The agenda will include the review/approval of the 2008-09 MLTD Program Budget, 2008-09 MLTD visions, transition of board members and some of the regular board meeting agenda items.

**Action:** Dale to reserve the Chamber for the meeting.

**Action:** Theresa to provide a light breakfast and Maria will arrange for lunch.

**Class 2009 Recruitment Process**

Dale reported briefly on the recruitment process and said that most of the interviews have occurred. The applicants are outstanding and there might be 30-35 class members this year. With a larger class, there might be some capacity problems – such as the SRP helicopter ride – that will have to be addressed. After Kate finalizes the process, she will notify the class members and the board.

**Action:** After completing the recruitment process, Kate to document what happened and request feedback from the recruitment team as to what worked and what to do differently next year.

**BOD Job Descriptions**

Kay received no inputs from the 2007-08 board members regarding her e-mail request soliciting possible changes to the BOD job descriptions. She will again e-mail Brian, Denise and Dina requesting their feedback since they are leaving the board this year.

**Alumni Outreach**

The board was very disappointed regarding numerous efforts to engage the alumni in activities this year. Dale is working on putting together an alumni team (possible 3-4 members) to tackle this project in the coming year. One 2008 class member has expressed interest in chairing this effort. Dale would like to see the alumni interacting more with the class this year by possibly having an alumni networking social after each Friday class. He also recommended doing an alumni survey again this year. Maria said she has a list of all the class representatives and would e-mail the list to the board.

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

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

**Curriculum – Linda Sullivan & Laura Hyneman**

Linda brought the box of curriculum information and handed it over to Laura. Laura said the first Class 2009 curriculum planning meeting was scheduled for June 14 (Saturday) from 9:00 am to noon.

**Program**

Vicki's notebook containing the class reports on the group tours and shadowing has been available for review at all the board meetings and she will also bring it to the June 21 retreat before turning it over to Linda.

**Publicity – Kay Henry & Laura Hyneman**

Kay reported the website was updated to include a link to the 2008-09 Board of Directors and a congratulation link to Class 2008. Laura said that a Bulletin Board link has been created for the upcoming class to use.

**Past Chair – Maria Mancinas**

Maria suggested the 2008-09 program budget contain dollars to cover light refreshments at the board meetings.

**Action:** Nathan to input dollars for board meeting refreshments in the 2008-09 MLTD program budget.

**Chair – Dale Easter**

After congratulating Francisco on accumulating the most points in the Class 2008, Dale suggested having an annual traveling trophy to honor the “highest points” class member.

**Action:** Kay to go to East Valley Sports (where we buy our plaques) and look for an appropriate loving cup trophy for the highest points class members.

**Topics from Floor**

**Bulk Mailing Permit**

Theresa suggested the board look into getting a bulk mailing permit from the post office since our mailings normally exceed the over 200 requirement for this permit.

**Adjourn**

The meeting was adjourned at 7:55 pm.

Respectfully Submitted,

Kay Henry  
Mesa LTD Secretary

Attachments:

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