



September 15, 2008 – Mesa LTD Board Meeting Minutes Mesa Chamber of Commerce

Attendance

Present: Kate Ali'varius (arrived at 7:00 pm), Francisco Ballesteros, Dale Easter, Kay Henry, Maria Mancinas, Nathan Ricks (left at 7:00 pm), Dorothy Shupe and Linda Sullivan
Excused Absence: Vicki Coe, Laura Hyneman, Theresa Jepsen, Elizabeth Machado, Afton Zapata

Call to Order

The meeting was called to order by Chair Dale Easter at 6:17 pm.

Approval of 8/18/08 Board Minutes

Kay stated that Vicki received no corrections to the original minutes. Nathan moved to approve the 8/18/08 board minutes as submitted and Francisco seconded it. Motion passed unanimously.

Financial Report

Current Account Balances: Scholarship Savings Account \$427.85; Program Checking Account \$6,925.93; Alumni Checking Account \$4,697.22; Scholarship CD \$2,720.69; and 30 Day CD \$12,042.45.

September Expenses: Nathan stated there were errors in the September expense report he distributed because four of the line items were actually approved and paid in August. After deducting the \$311.59 for these items, the new September Expenses total was \$870.79. Dorothy made a motion to approve the September expenses in the amount of \$870.79 (Attachment B) as presented and amended. Kay seconded the motion and it passed unanimously.

Nathan stated that if board members scan their receipts and send them to him via e-mail for the monthly Expense Report, he does not need the originals. He scans receipts he receives for his records and throws away the originals. That way all receipts are stored electronically.

Pre-approved Expenses: Kay made a motion that the 2008-09 monthly expense reports include a pre-approved not-to-exceed \$30 line item for the Past Chair or designee to purchase monthly board meeting refreshments so reimbursement can occur at that night's meeting. Francisco seconded the motion and it passed unanimously.

The Social Chair could submit monthly not-to-exceed estimated catering expenses to Nathan as a pre-approval item, but they must be submitted to him no later than his expense report submittal deadline.

Action, Discussion or Communication Topics

Points Available for Individual Tour Requests?

Everyone agreed points are not available for individual class member tour requests. The class members have ample opportunities to get their needed graduation tour points through the Community Liaison Chair's arranged group tours for the entire class.

New Mesa LTD Signs and Brochures

Only one large Mesa LTD sign exists and it is in bad shape. It was agreed that two new large signs and two small table signs be purchased.

Action: Dale will purchase the new signs and approach Alpha Graphics first because MLTD received a \$50 certificate from them soliciting us to start using their services again.

Monthly Board of Directors Activity Reports (Attachment A)

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

Community Liaison – Francisco Ballesteros

A discussion regarding shadowing occurred and per the MLTD job descriptions, all class members may contact their own person to shadow. However, if class members are having problems contacting or scheduling a meeting, they should contact Francisco for assistance. All class members must submit their shadowing paperwork to Francisco in order to receive their shadowing points.

Curriculum – Dorothy Shupe

The class is enthusiastically pursuing many ideas for the class project. It was agreed that the class be reminded that the project’s purpose is its successful execution, building consensus among the members, is mandatory for graduation and all class members must participate.

Action: Kay to send e-mail to board members (mentors) asking them to contact their mentees before the October class and solicit their feedback on how everything is going.

Recruitment – Kate Ali’varius

It was suggested that Kate write a wrap-up summary on the Class 2009 recruitment process (what worked, what didn’t work) and submit her recommended Class 2010 recruitment improvements to the board for their review, feedback and approval. She asked what the board’s thoughts were on her previous class ambassador and Mesa LTD E-Mail Blasts suggestions.

Action: Kate to send e-mails to the board restating her ideas on class ambassadors and Mesa LTD E-Mail Blasts and have these subjects on the October’s meeting agenda for discussion.

Past Chair – Maria Mancinas

Maria requested that board members “redirect” any received phone inquiries to the proper board member responsible for providing the information/answers to the inquiry.

Chair – Dale Easter

The filing of the 501c3 classification has been completed and is in Charlie Deaton’s possession. After the first 501c3 umbrella board meeting occurs (Charlie, Dale and one other member), it will become official.

Adjourn

The meeting was adjourned at 7:30 pm.

Respectfully Submitted,

Kay Henry
Acting Mesa LTD Secretary

Attachments:

- A - September 2008 Mesa LTD Board Activity Reports
- B - September 2008 Expense Report – Amended
- C – September Class Points