

**MLTD Monthly Board of Directors Written Activity Reports
5/22/07 to 6/18/07**

Community Liaison – Brian Sexton – No Report

Curriculum – Linda Sullivan & Denise Traves

1. First Curriculum Meeting will be held on 6/23 at Dina's house. We will be picking the dates for the 2007-2008 calendar and working on the agendas for all classes.

2. Vote to decide if non-profit board meetings will be required or optional for graduation.

Placement – Laura Hyneman

Laura requested this spreadsheet be sent to the board. She would like to know if there are any other non-profit boards that are not listed but should be considered.

<u>Name</u>	<u>Address</u>	<u>City</u>	<u>State</u>
A&A Cottages Inc	PO Box 2992	Mesa	AZ
Alice's Wonderland	24 S Udall	Mesa	AZ
Anasazi Foundation	1424 S Stapley Ste 1A	Mesa	AZ
Arizona Aqua Stars	742 N 39th Way	Mesa	AZ
Arizona Museum for Youth Friends Inc	PO Box 77	Mesa	AZ
Arizona Scholarship Fund	PO Box 2576	Mesa	AZ
Arizona Wildlife Federation	644 N Country Club Dr Ste E	Mesa	AZ
Banner Baywood Heart Hospital	6750 E Baywood Ave	Mesa	AZ
Banner Baywood Medical Center	6644 E Baywood	Mesa	AZ
Banner Mesa Medical Center	525 W Brown Rd	Mesa	AZ
Boeing Company ECF	5000 E McDowell Rd M510/A380	Mesa	AZ
Bryce Garst Foundation	3522 N Ramada	Mesa	AZ
Cancer Resource Center	500 W 10th Pl #251	Mesa	AZ
Care Partnership	460 S Bellevue	Mesa	AZ
Central Christian Church	933 N Lindsay Rd	Mesa	AZ
Change Point Inc	PO Box 2250	Mesa	AZ
Child Crisis Center East Valley Inc.	604 W 9th St	Mesa	AZ
Christ the King Catholic Church	1551 E Dana Ave	Mesa	AZ
Common Good Ministry	330 S Gilbert Rd Ste 15	Mesa	AZ
Community Bridges	1811 S Alma School Rd #160	Mesa	AZ
Desert Club of Mesa	PO Box 237	Mesa	AZ
Dottie Kissinger Bereavement Camp	2830 E Brown Rd #14	Mesa	AZ
East Valley Catholic Social Services	430 N Dobson Ste 110	Mesa	AZ
East Valley Interfaith Counseling	2024 E University Dr	Mesa	AZ
Environmental Fund of Arizona	644 N Country Club Dr Ste E	Mesa	AZ
EVIT Education Foundation Inc	1601 W Main St	Mesa	AZ
Experience Plus	247 N Macdonald	Mesa	AZ
First Presbyterian Church of Mesa	161 N Mesa Drive	Mesa	AZ
Foundation for Mesa Parks and Arts	PO Box 4121	Mesa	AZ
Friends of Mesa Public Library	64 E First St	Mesa	AZ
Friends of Mesa Theatre Association	PO Box 1466	Mesa	AZ
Gene Lewis Boxing	59 E Broadway	Mesa	AZ
Habitat for Humanity-East Valley	28 E 2nd Ave	Mesa	AZ
Hand in Hand International Adoptions	931 E Southern Ave Ste 103	Mesa	AZ
Hospice Family Care Inc	1550 S Alma School Rd #102	Mesa	AZ
House of Refuge East	6935 E Williamsfield Rd	Mesa	AZ
Housing for Mesa Inc	PO Box 4455	Mesa	AZ

Jewish Family and Children's Services	1930 S Alma School A104	Mesa	AZ
MC Foundation c/o KBAQ FM 89.5 NPR	1435 S. Dobson Rd	Mesa	AZ
LIFETEEN	1730 W Guadalupe Rd	Mesa	AZ
Little Shelters	2023 W Guadalupe #3	Mesa	AZ
Lutheran Hospitals Foundation	2830 E Brown Rd, Ste 14	Mesa	AZ
Lutheran Social Ministry of the Southwest	5949 E University	Mesa	AZ
MARC Center	924 North Country Club	Mesa	AZ
Mesa Arts Academy	221 W 6th Ave	Mesa	AZ
Mesa Arts and Entertainment Alliance(MAEA)	144 S Mesa Dr #E	Mesa	AZ
Mesa Association of Sports for the Disabled	P O Box 4727	Mesa	AZ
Mesa Community Action Network	635 E Broadway	Mesa	AZ
Mesa Family YMCA	207 N Mesa Dr	Mesa	AZ
Mesa Foundation for Educational Excellence	1032 E University	Mesa	AZ
Mesa Senior Services	247 North Macdonald	Mesa	AZ
Mesa Southwest Museum Guild	53 N McDonald	Mesa	AZ
Mesa Youth Placement	1025 N Country Club Dr	Mesa	AZ
Metropolitan Youth Symphony Inc	P O Box 41852	Mesa	AZ
Myasthenia Gravis Foundation of America	935 E Main St Ste 206	Mesa	AZ
Neighborhood Economic Development Corp (NEDCO)	635 E Broadway Rd	Mesa	AZ
Paz de Cristo Community Center	424 W Broadway	Mesa	AZ
PREHAB of Arizona	868 E University	Mesa	AZ
Referrals for Seniors	1530 N Country Club #1	Mesa	AZ
Salvation Army	241 E 6th St	Mesa	AZ
Save the Family Foundation of Arizona	450 W 4th Pl	Mesa	AZ
Sirrine Adult Day Care Center	247 N Macdonald	Mesa	AZ
Southwest Shakespeare Company Inc	P O Box 30595	Mesa	AZ
St. Timothy's Catholic Community	1730 W Guadalupe Rd	Mesa	AZ
Sunshine Acres Children's Home	3405 N Higley Rd	Mesa	AZ
Triple R Behavioral Health	2354 W University Dr #1204	Mesa	AZ
United Food Bank	358 E Javelina	Mesa	AZ
Xicanindio Artes	PO Box 1242	Mesa	AZ
Unity Church of Mesa	270 E Southern	Mesa	AZ

Program – Vicki Coe

1. Setting up Class of 2008 Points Tracking Spreadsheet and Graduation Status Report formats. I will need the final class roster and planned tour schedule, when available.
2. The Board will vote 6/18 to determine the status of the Non-Profit Board assignment as a graduation requirement.
3. I will attend the 6/23 Curriculum Meeting at Dina's to review report formats and class notebook materials covering program requirements. I will need a copy of the current materials so these can be revised and updated, where needed, before we go to press.

Publications – “Vacant” – No Report

Recruitment – Kate Ali'varius

Current & Ongoing Activities: I'm beginning to publish information on MLTD via multiple organizational email lists, including:

- Select employees at Mesa Public Schools
- Select employees at Wells Fargo Bank
- Coaches and Servant Ministers at Central Christian Church of the East Valley
- Attendees of Business/Networking Groups valley-wide (WFB, EMA)
- Select employees of Maricopa Community Colleges
- Select employees at Kitchell Corporation
- Select employees at Banner Health (Baywood Heart, Desert Sam)

Request for support: If anyone has access to group email lists (that may be used to send broadcast messages), please let me know. I would like to reach as great a cross-section of the city as possible. Examples include, but should not be limited to: member lists at non-profit agencies, professional associations, unions, service organizations, hobby groups, community rec participants, religious institutions, public message boards, friends/family/neighbors, etc.

Future/Planned activities: I'm planning to send monthly press releases to local papers that tout current MLTD-student activities, including: tour opportunities, profiled speakers, and networking engagements. These advertorials will be sent with the intent of eliciting interest and enthusiasm for MLTD offerings.

Expenses: I foresee no expenses for the month of July.

Availability: I'm available to assist with other MLTD-related activities during the month of July, should anyone need extra support/assistance with their area of concentration.

Social – Amy Ricks

Action Item: I propose that we set up an ad-hoc committee to organize an exciting and fantastic holiday event for the alumni and class. This committee will be made up of the social chair, other selected board members, class social chair and several selected alumni.

6/11/07-6/16/07: During this week, I met with twelve caterers on the phone or in person to gage prices for supplying a breakfast and lunch to the class. Individuals contacted were from a list provided by Dale and Dina. I also contacted individuals from the Chamber of Commerce list. Most of the catering companies/individuals wanted \$10-12 per person per meal. Personal Chef in Mesa actually laughed at me when I told them I wanted excellent food and then asked them to keep it under \$350 for the entire day. The catering manager told me to go to McDonald's. Do not worry, I have never fed the class McDonald's nor do I plan to make that an option. If we ordered through a restaurant it was much less. For example, Paradise Bakery offered their lunch platters for \$5-6 per person. Marie Calendars had a number of great lunch items for \$5-6 per person. At the present time, I have two more interviews scheduled with caterers. If their food is good, presentation is acceptable and if it is affordable, I plan to pick one of the caterers. I will keep you informed. Are there any burning feelings against using Paradise Bakery for the first class? Their food is attractive, well presented and delivered right to your door.

Here is some great news! I made arrangements for Felicia Anderson to cater the second class in September, 2007. The cost will be \$10 per person for the day. Breakfast would be Continental style with muffins, bagels and so forth and lunch would either be Italian or Mexican (our choice) with meat and vegetarian options. There would be a choice of a side dish. The discounted price of \$10 per person per day was offered because of our organization's mission. I also told her my sad story about being laughed at by Personal Chef. It must have helped because \$10 per person is not her normal price. We did have to make the concession of bringing our own sodas. Consider the discounted price, this is a very small price to pay. If we had a class of 30 it would only cost \$300 plus the cost of drinks at Costco (\$10). You can check out Felicia's catering company on the web. Her web address is <http://dininginaz.net/>. I'm quite excited about this.

6/13/07 Landmark Restaurant: The Landmark Restaurant has been secured for August 11Th from 6 to 9 p.m. We will be in the Victoria Room. The west side of the marquee will have Welcome Mesa Leadership Training and Development Class of 2008. There will be crackers, cheese and ice water upon arrival for those who are hungry. There are three Delicious choices on the banquet menu. All menu choices include a choice of beverage and desert. It is quite pricey (\$12-18 per person depending on what is ordered) but the food should be good and decor is nice. The seating will be several rectangular tables. It is a very pleasant room on the bottom floor of the restaurant. I paid a \$100 deposit at the time of signing of the contract. I plan to turn in the receipt for the \$100 in July after the start of the new fiscal year.

We will need an exact number count on the participants by July 28th. The Landmark has requested to know the menu item wanted by August 1st. I plan to write an email to the current class with the menu choices and send it out by July 25th.

6/12/07 Attended Good Morning East Valley Event for the Chamber: Nathan and I stood and up introduced ourselves as visitors and told everyone we were from the Mesa Leadership Training and Development Board. We encouraged the individuals at our table to join the future classes. This would be a very good opportunity for board members to recruit new class members from the business community.

Past Chair – Maria Mancinas

As a follow up to May 21 Mesa LTD Board Meeting, the proceeding are two items which I would like to present at tomorrow's meeting for Board's consideration.

1. Scholarship Criteria Proposal
2. Greater Alumni Involvement

Item # 1: Scholarship Criteria Proposal.

In accordance with Mesa LTD Policies amended 5/22/2006, Page 4, 7.B, the Criteria for Scholarships reads as follows:

"Upon acceptance into the program, a person may submit a request to the Executive Council

- 1) Awards are made on financial need and meet the 80% of median Guidelines.
- 2) Proof of need may be by W-2 form or a PNL Statement from an accountant.
- 3) Available scholarship funds shall be divided equally among those who qualify.
- 4) The maximum amount of tuition assistance for an individual shall be no more than one half of the full tuition for the class year.
- 5) Persons receiving scholarship tuition assistance must pay their share of the tuition by the class tuition due date"

As I mentioned, the criteria upon which we award scholarships is in need of some revisions. Mistakenly, we have been awarding scholarships based on financial need according to HHS Federal Poverty Guidelines. Although families which the government deems financially "stable" in that they can live and provide from day to day, they are however in no state of economical stability that would allow them to pay for a program such as MLTD without any trouble.

Therefore, I propose that we amend # 1) of the Criteria for Scholarships as follows:

" 1) Awards are made on financial need and meet the 80% of the City Median Household Income"

Please refer to the following for City of Mesa labor statistics, demographics and census information: <http://www.cityofmesa.org/Residents/demographics/default.aspx>.

Item # 2 - Greater Alumni Involvement.

Please refer to the report submitted by Laura Hyneman on 06/09/2007. Ultimately, this duty falls under the responsibility of the Chair Elect as is outlined in his or her job description.

Secretary – Kay Henry

- Wrote 5/04/07 Annual Meeting Minutes and had Maria review them.
- Wrote and distributed 5/21/07 Board of Directors meeting minutes.
- Combined all 5/21/07 activity reports into one document and attached to 5/21 minutes.
- Published, updated and distributed the 2007-08 Board of Directors Contact List several times.
- Published, updated and distributed MLTD BOD calendars for June, July and August.
- Wrote minutes for 6/5/07 Budget Meeting. After Nathan's review, distributed it to BOD.
- Copied comments made at 6/2/07 Board Retreat and sent to BOD.
- Updated MLTD Policies, incorporating 6/5/07 change to class tuition requirement and distributed to BOD.
- Sent out 6/18 meeting announcement to BOD and requested written activity reports.
- Solicited inputs to the 6/18/07 MLTD Board Agenda and published agenda.
- Sent e-Mail notice to BOD regarding Policy revision needed on Removal of Officers/Directors as an action item on 6/18 meeting agenda.
- Sent e-Mail notice to BOD regarding changing the Class Mandatory Requirement to attend 3 Non-Profit meeting which is on the 6/18 meeting agenda.

Treasurer – Nathan Ricks

No one submitted expenses for reimbursement before the deadline (thank you), so there will be no discussion for reimbursement at the board meeting. Hopefully, that allows you more time to discuss improvements to the program and decide on how to more effectively initiate our 2008 graduating class.

This means that the year-end reports submitted at our last meeting are the actual year-end reports. The only additions will be interest income, which does not affect any of the expense categories.

To date, these are the applicants that have submitted their tuition: Lara Wibeto, Sophia Tesch, Brent Allen Cope, Kyle Tilghman, Melissa Buxton, Craig Henry, Dee Kepp, Kimberly Nuzman (8 * \$500).

To date, we have two applicants that have been given extensions or have submitted for scholarships.

The only check that is out and not cashed is one for \$57.71 to Rich Crandall. It has not cleared. I called him and he doesn't know where it is. I confirmed his mailing address.

The current balances in the accounts are as follows: Scholarship Savings Account \$1,178.78; Program Checking Account \$9,767.69; Alumni Checking Account \$2,858.32; and Scholarship CD \$2,592.05.

Chair Elect – Dina Higgins – No Report

Chair – Dale Easter – No Report