

**MLTD Monthly Board of Directors Written Activity Reports
8/21/07 to 9/17/07**

Community Liaison – Brian Sexton

- Began work on scheduling tours.
 - House of Refuge East
 - Tent City
 - Mesa P&Z Board Meeting
 - Head Start
 - Sunshine Acres
 - Latino Town Hall
- Updated point of contact with Mesa Police ride-a-long (Kristina Haton or Carla McLaren at 480-644-2598) and Tent City liaison Officer Preston Boyer.
- Initiated calls to various community leaders regarding various shadowing assignments.

Curriculum – Linda Sullivan & Denise Traves

- Arranged to have 10/06/07 Class at SRP East Valley Service Center. Site has a security gate so provided them a list of names of our group.
- Published October agenda “Responsible Growth and Development”
- Purchased a copy of “Making Sense of Place” since we are not able to guarantee we will have it on the day we need it if we borrow it from the library. It will appear as an expense on October’s report.
- Class feedback from the 9/08/07 “Government Day”.

	Interesting					Useful					
	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	
City Government Overview					9	14		1	8	15	
Economic Development					5	18			7	17	
City of Mesa Finance			1	6	16			2	6	16	
Utilities			3	9	10			5	6	13	
Bus Tour			4	7	12			8	4	12	
Planning			1	2	7	12		2	4	4	14

Placement – Laura Hyneman – No Report

Program – Vicki Coe

- Attended the September class to answer questions about graduation requirements and points tracking.
- E-mailed the Mesa LTD Points Tracking Spreadsheet - September to the class and Board members; sent a copy of the spreadsheet and cover memo to Brenda Day via USPS mail.
- Responded to e-mail and phone queries from class members regarding tour report formats and procedures.
- Contacted my third "mentee" Billy Warren.
- Denied request from Stephen Viramontes for credit for SW Ambulance ride-along; submitting proposal to Brian Sexton/Mesa LTD Board to consider addition of SW Ambulance to program/ride-along schedule.
- Tour comments:
 - Code Compliance Ride-Along - rated mostly 5's, some 4's, but all comments were positive. One request to see Mr. Jeppsen's office.
 - Fire Ride-Along - rated mostly 5's, some 4's and 3's, but all comments were positive. Some would like to see more calls and more action; one request to tour the Fire Academy.
 - Park Ranger Ride-Along - rated 5's. One request to make the tour at least 8 hours.

Police Ride-Along - rated mostly 5's, some 4's and 3's, but all comments were positive. One request to add a tour of the DUI Van on holiday weekends; one request to tour the Police Academy.

- Frank Alger has missed two (2) class meetings and must attend the remaining seven (7) classes in order to graduate.

Publications – Kay Henry & Laura Hyneman (Acting Chairs)

- Laura, Maria and Kay met with EVIT (Marianna Baidoon) on 8/28 regarding updating the web site. Marianna indicated they were interested and a student would do the work for us. Kay wrote e-mail action list after the meeting to the attendees. Sent a reminder e-mail and then a phone call to Marianna – but – as of 9/16 have not heard back from her.
- Laura earnestly pursued getting in touch with MLTD's web site host to get the password but never received an answer back.

Recruitment – Kate Ali'varius

Due to extensive service commitments this month, as well as a new job, I was less engaged in MLTD. However, I did connect with my mentees and had lunch with Melissa Buxton who, as some of you may know by now, is pregnant and expecting in April. We discussed trying to fulfill her most important MLTD commitments as soon as possible. As I understand it, another class member is due shortly before Melissa.

I expect to have some new collateral information ready to go by October 27 (the date of Latino Town Hall). I intend to recruit personally that day!

I've also arranged with Pat Esparza to connect with Rotary members (per more active recruitment efforts) beginning in January (with the help of John Dennett, MLTD Class of 2007).

I will be bringing a copy of Go Gilbert! to our meeting this evening. The summer edition discusses the Gilbert leadership program.

Social – “Vacant”

Past Chair – Maria Mancinas

- 08/28/2007 – Attended meeting at EVIT, re: MLTD website.
- 08/31/2007 – Attended Executive Meeting, re: Update MLTD Job Descriptions.
- 09/08/2007 – Attended City Government Class Day. Overall, it was a good day. Suggestions: Offer more food variety and better presentation, including snack. Provide clear instructions as to what is expected regarding group project. Is the tour to the Mesa Communication Center being offered later?
- 09/10/2007 – Latino Town Hall. Spoke with Brian Sexton and agreed to be the LTH registration liaison. I received PCs from Felipa Garcia and Jane Falkenstein requesting registration to the LTH. I advised them to fill out registration forms and mail out or fax them over to me. Denise Traves will request scholarships for Mesa LTD class since I am not serving in the LTH Steering Committee this year. Were there any more LTH registrations collected by class day's end? Reminder: Need to update Class of 2009 Application to recruit at the LTH.
- Social Chair/Social Rep.: Even if the Mesa LTD board decides to use the services of a catering company, I recommend that we recruit a new Social Chair for the Board as well as a Class Social Rep. According to the job description; this position entails more than just providing meals to class. We need the person for quorum, the planning of other social activities for class and alumni, as a support person to the other committees, and it is on Policies and Procedures.

Secretary – Kay Henry

- Wrote and distributed 8/20/07 Board of Directors meeting minutes.
- Combined all 8/20/07 activity reports into one document and attached it to the 8/20 minutes.
- Updated and distributed MLTD 2007-08 BOD Contact List

- Attended 8/31 Executive Council Meeting reviewing Job Descriptions. Wrote and distributed minutes to the entire board.
- Updated Job Descriptions based on 8/31 inputs and e-mailed to entire board. They will be on the 9/17 board meeting agenda for ratification.
- Sent out meeting announcement for 9/17 meeting and requested written activity reports.
- Solicited inputs for the 9/17 MLTD Board agenda and published agenda.
- Updated MLTD Calendars through December and e-mailed to board.
- Did research on Executive Sessions and e-mailed findings out to the board.

Treasurer – Nathan Ricks

- See Financial Report in the minutes.

Chair Elect – Dina Higgins – No Report

Chair – No Report