

**Attachment A - Written Activity Reports
August 18th, 2008**

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|--|---------------------------------------|
| Community Liaison - Francisco Ballesteros | No report |
| Curriculum - Laura Hyneman, Dorothy Shupe | No report |
| Placement - Theresa Jepsen | No report |
| Program - Linda Sullivan | No report |
| Publications - Afton Zapata | No report |
| Recruitment - Kate Ali'varius | No report |
| Social - Elizabeth Machado | No report |
| Treasurer - Nathan Ricks | See Treasurer's Report |
| Secretary - Vicki Coe | See Meeting Minutes and Agenda |
| Chair Elect - Kay Henry | |

**MLTD Chair Elect Report
7/21/08 – 8/18/08**

Chaired 7/21/08 MLTD Board Meeting.

Contacted Class 2009 members via e-mail for corrections to the class roster.

After corrections were made, published the roster.

7/23 – Sent e-mail to Scottsdale Leadership signing up Dorothy, Francisco and Laura for the Facilitation Training they were offering on 8/14/08 from 2-5:00 pm.

7/30 – Met with Nathan at his home to learn about the MLTD Alumni Excel Spread Sheet Database. He will be turning over the database to me in the near future and I will make all corrections to it as they occur.

8/4 – Met Elizabeth at De La Cruz Bistro to review the 8/9/08 class menu. Elizabeth signed the contract and I wrote a 50% deposit personal check for \$1185.

8/4 – Curriculum meeting with Laura and Dorothy.

8/8 – Sent e-mail to Valley Wide Leadership groups requesting any scholarship programs and criteria they may have for new class members.

8/8 – Met Elizabeth and Dorothy at Mesa Historical Museum at 3:00 pm to set up for tomorrow's orientation class. One AC unit was out and one other was not working very well. Due to it being almost 95 degrees, called the Chamber. Luckily, the Chamber was available all day on 8/9. Made many, many phone calls to all class members and board members. Dorothy contacted the speakers, Elizabeth contacted the caterer and Laura posted signs at the museum about the location change.

8/9 – Arrived at Chamber at 7:00 a.m. Charlie was there and helped set up the public meeting room with tables and chairs. Everyone showed up. Great day

and dinner. Dinner guests included Mayor Smith and his wife, Vice Mayor Jones, Councilmember Kavanaugh, Councilmember Higgins and her husband. Wrote a final MLTD check to the caterer. Cleaned up and locked up about 7:00 pm

8/16 – 3 hour Curriculum meeting with Dorothy and Laura.

8/17 – Sent out e-mail to board requesting inputs for the August Newsletter which I will be putting together. Also sent e-mail to class members requesting their occupation titles for the Class 2009 newsletter article.

8/18 – Updated MLTD Policies to include new paragraph 3.H that was approved at the 7/21/08 Board Meeting and sent copies to board via e-mail.

Past Chair - Maria Mancinas

No report

Chair - Dale Easter

No report