

**Public Academy for Performing Arts
Draft Governing Council Meeting Minutes July 30, 2019**

Date: 07/30/2019	Location: PAPA Room 2	
Governing Council Meeting		
Time: 4:15 to 5:51	Facilitator: Elizabeth Roybal	
Invitees in Attendance: Elizabeth Roybal (voting member), Mark Huntzinger (voting member), Michael Keith (voting member), Jennifer Lopez (voting member), Phil Krehbiel (voting member), Alexis Corbin (member-elect), Lisa Miller (voting member), Melanie Chavez (Executive Director) Rhonda Cordova (business manager)		
Not in Attendance: Michael Matsko (voting member), Mandle Anderson (voting member), Virginia Wilmerding (staff representative), Carol Torrez (staff representative),		
Guests in Attendance: Dr. Joseph Escobedo (Senior Director, APS Office of Innovation and School Choice) arrived at 4:25		
Discussion	Resource	
1. Call to Order at 4:15 pm/ Roll Call, 6 voting members present	Elizabeth Roybal	
2. Welcome and Introductions of all present.	Elizabeth Roybal	
3. Approval of Agenda <ul style="list-style-type: none"> • Motion to approve the agenda was made by Michael Keith, seconded by Phil Krehbiel, approved 6-0. 	Elizabeth Roybal	
4. Approval of Prior Meeting Minutes <ul style="list-style-type: none"> • Motion to approve the agenda was made by Mark Huntzinger, seconded by Michael Keith and approved 6-0 with the change of correcting Barbara Miller to Barbara Campbell on item 6. 	Elizabeth Roybal	
5. Public Comment - none	Elizabeth Roybal	
6. Budget and Finance Report –Phil Krehbiel, Barbara Campbell, Rhonda Cordova, and Melanie Chavez were present for the Finance Committee meeting. The bank reconciliations were reviewed and approved. The transition of our accounts to US Bank was discussed during that meeting. During the Finance Report, Rhonda Cordova reported that we have \$19,000.00 carryover for instructional materials. Also, we will not be serving breakfast this upcoming school year. SB9 monies may be used to purchase a boxcar to store theatre set material. Phil Krehbiel made a motion to approve the budget and finance report with Michael Keith making the second. The motion carried 6-0. <ul style="list-style-type: none"> • BARS and Permanent Transfer—there were none. • Bank Transition Update—accounts are being set up to correlate with those we have at Wells Fargo • Audit Update—Phil Krehbiel, Melanie Chavez, Doreen Winn, and Rhonda Cordova attended the mandatory meeting held by APS and Moss Adams, the accounting firm who will be conducting the district audits. PAPA’s audit will be conducted the week of September 30. 	Phil Krehbiel Rhonda Cordova	Phil Krehbiel Melanie Chavez

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<p>help our custodian, Ramon, as well as to assist in the office and cafeteria. The school's water was tested to alleviate any concerns regarding toxins. The toxin/lead levels were well below levels warranting concerns.</p>	
<p>9. Organizational Business</p> <p>a) 2019-20 Meeting Date/Time/Location—all but two Governing Council meetings of the 2019/20 SY will be held on the last Tuesday of each month beginning at 4:15pm at PAPA. The December meeting will be December 17, and the March meeting will be March 24. The Finance Committee meetings will be held on the same day as the GC meetings at 8am at the offices of Fidel Perner & Michnovicz, LLC located at 4848 Tramway Ridge NE Suite 120, Albuquerque, NM 87111.</p> <p>b) Membership Demographics Update and Member Affidavit—phone numbers and job titles were obtained from our new GC members, Lisa Miller and Alexis Corbin.</p> <p>c) Training Hours Final Update and 2019/20 Training Information—Lisa Miller has completed the online training which allows her to be a voting member. Alexis Corbin will complete it soon. Jennifer Lopez will schedule an Onboarding course with them.</p> <p>d) Officer Elections—No one came forth with any nominations for new officers/office. Elizabeth Roybal made a motion that all PAPA Governing Council officers retain the positions they currently hold with Phil Krehbiel making the second. The motion carried 6-0.</p> <p>e) Committee Membership Assignments—Audit: Phil Krehbiel will take the place of Michael Matsko on this committee; Finance: Barbara Campbell, a parent, will take the place of Michael Matsko; Long Range Planning: Jennifer Lopez will take Michael Keith's place as chairman. Lisa Miller will also join this committee. Policy Review: Lisa Miller will join this committee; Performing Arts: Alexis Corbin will join this committee; Website: this committee will be disbanded.</p> <p>f) Signatures—Member Affidavits, Open Meetings act Resolution: Mark Huntzinger made a motion to approve the Open Meetings Act Resolution stating the time and place of the 2019/20 SY meetings. Phil Krehbiel made the second and the motion carried 6-0.</p>	<p>Mark Huntzinger</p> <p>Elizabeth Roybal</p> <p>Elizabeth Roybal</p> <p>Elizabeth Roybal</p> <p>Elizabeth Roybal</p> <p>Elizabeth Roybal</p> <p>Mark Huntzinger</p>
<p>10. President's Report: None</p>	<p>Elizabeth Roybal</p>
<p>11. Other Announcements/Discussion: None</p>	<p>All</p>
<p>12. Executive Session</p> <p>Jennifer Lopez made the motion to close the meeting at 5:27 for Executive Session as specified in NMSA 10-15-H(2) with Phil Krehbiel making the second. A roll call vote as taken and passed 6-0. Only matters concerning limited personnel and executive director's goals were discussed. At 5:50 Jennifer Lopez made the motion to come out of Executive Session. Elizabeth Roybal made the second. A roll call vote was taken and passed 6-0.</p> <p>13. Executive Session Report-no action was taken during the Executive Session</p> <p>14. Adjourn at 5:51. Our next regularly scheduled meeting will be held on August 27, 2019 at 4:15.</p>	<p>Jennifer Lopez</p> <p>Elizabeth Roybal</p>

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Status			Action Item
		Resource	Due Date