

Public Academy for Performing Arts

Draft Governing Council Meeting Minutes August 25, 2020

Date: 08/25/2020	Location: Due to current health conditions, meeting was conducted via Zoom	
Governing Council Meeting		
Time: 5:01-6:05 pm	Facilitator: Elizabeth Roybal	
Invitees in Attendance: Elizabeth Roybal (voting member) via Zoom, Mark Huntzinger (voting member) via Zoom, Phil Krehbiel (voting member) via Zoom, Lisa Ulivarri-Miller (voting member) via Zoom, Barbara CampBell (voting member) via Zoom (left early), Melanie Chavez (Executive Director) via Zoom, Rhonda Cordova (business manager) via Zoom, Carol Torrez (staff representative) via Zoom, Virginia Wilmerding (staff representative) via Zoom, Alexis Corbin (voting member)		
Not in Attendance:		
Guests in Attendance: Santana Gonzalez, Elizabeth Layton		
Discussion		Resource
1. Call to Order at 5:01 pm/ Roll Call, 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 Lisa Ulivarri-Miller and seconded by Mark Hutzinger and approved 6-0. 		Elizabeth Roybal
4. Approval of Prior Meeting Minutes <ul style="list-style-type: none"> • Motion to approve the prior meeting minutes was made by Phil Krehbiel, seconded by Lisa Ulivarri-Miller, and approved 6-0. 		Elizabeth Roybal
5. Public Comment - none		Elizabeth Roybal
6. Budget and Finance Committee Report: a. July Financial Report: Phil Krehbiel, Barbara CampBell, Melanie Chavez, and Rhonda Cordova met the morning of August 25, 2020 via Zoom. The committee reviewed the bank register, journal entries, expenditure report, bank reconciliation, detail and summary reports and the overall budget in comparison to our current spending. Rhonda Cordova needs to work in a budget adjustment. Initial impression is that our budget will be decreased by 57,000. Rhonda reviewed budget line items. After the budget committee meeting adjourned, the Audit committee reconvened to meet with the Audit team. The audit is going well. Barbara CampBell met to review fraud questions with the auditing team. Barbara CampBell made a motion to accept the financial report, budget report and audit committee report. Seconded by Phil Krehbiel. Motion approved 6-0 b. BARS/Permanent Transfer: None c. Final Budget ACTION ITEM: not needed d. Audit: Report see above.		Phil Krehbiel, Rhonda Cordova, Barbara CampBell Rhonda Cordova
7. Executive Director's Report		Melanie Chavez

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<ul style="list-style-type: none"> a) Reviewed the submitted written report. School is beginning remotely. Staff began with very structured attendance and staff is reporting higher than expected student engagement. b) Students have technology and internet access to participate. c) Jumpstart and PAPAfest were conducted virtually and were successful. d) There are 3 staff teams helping with building capacity to teach online, accommodations/ modifications and other COVID/ school guidance issues. e) Food service is slowly building. Currently we have increased from 30 lunches at the beginning of the year to nearing 75 lunches now. Looking how to continue increasing the volume. 	
<p>8. Organizational Business</p> <p>A) Nominating committee letter for GC membership, Community member. The committee received two letters. One interested party chose to join the Foundation. The committee recommended Santana Gonzalez as she brings a youthful voice to governing council.</p> <p style="padding-left: 40px;">Alexis Corbin moved that Santana Gonzalez become a community governing council member. Seconded by Mark Huntzinger. Approved 6-0. Due to the initial 7 hour training requirement being waived in order to vote, Santana Gonzalez became a voting member at this time.</p> <p>B) 2020-2021 Training hours The trainings offered by PED to the board have been shared via email. Please sign up for what you need.</p> <p>C) Committee membership assignments Discussion about secretary. Lisa Ulibarri-Miller will continue for now. Lisa Ulibarri-Miller will assume chair of long-range planning and Santana Gonzalez will join her on the committee.</p>	<p>Elizabeth Roybal</p>
<p>9. President’s Report:</p> <p>Review and discussion of 3 hour on-board training for Santana Gonzalez. Lisa Ulibarri-Miller will arrange.</p>	<p>Elizabeth Roybal</p>
<p>10. Other Announcements/Discussion: None.</p>	<p>Elizabeth Roybal</p>
<p>Executive Session: 5:30 Motion was made by Lisa Ulibarri Miller that we Move we close this meeting for limited personnel matters as specified in NMSA 10-15-1-H(2) [H(2) limited personnel matters]; provided that for purposes of the Open Meetings Act, “limited personnel matters” means the discussion of hiring, promotion, demotion, dismissal, assignment or resignation of or the investigation or consideration of complaints or charges against any individual public employee; provided further that this Subsection is not to be construed as to exempt final actions on personnel from being taken at open public meetings; nor does it preclude an aggrieved public employee from demanding a</p>	<p>Elizabeth Roybal</p>

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<p>public hearing. Judicial candidates interviewed by any commission shall have the right to demand an open interview] Seconded by Liz Roybal. Role call vote: Lisa Ulibarri-Miller, yes; Liz Royal, yes; Phil Krehbiel, yes; Santana Gonzalez, yes; Mark Huntzinger, yes; Alexis Corbin, yes.</p> <p>5:55 Motion was made by Lisa Ulibarri-Miller to move we close this meeting for limited personal matters as specified in NMSA 10-15-1-H(2) Role call vote: Lisa Ulibarri-Miller, yes; Liz Royal, yes; Phil Krehbiel, yes; Santana Gonzalez, yes; Mark Huntzinger, yes; Alexis Corbin, yes.</p> <p>Committee emerged and reported no action was taken and no action is required.</p>		
<p>11. Adjourn: We adjourned at 6:05 The next meeting will be September 22, 2020 at 5pm.</p>		
Status		Action Item
	Resource	Due Date