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| ***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 Ulibarri-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 |
| 1. **Welcome and Introductions** of all present. | | | | Elizabeth Roybal |
| 1. **Approval of Agenda**  * Motion to approve the agenda was made by Lisa Ulibarri-Miller and seconded by Mark Hutzinger and approved 6-0. | | | | Elizabeth Roybal |
| 1. **Approval of Prior Meeting Minutes**  * Motion to approve the prior meeting minutes was made by Phil Krehbiel, seconded by Lisa Ulibarri-Miller, and approved 6-0. | | | | Elizabeth Roybal |
| 1. **Public Comment** - none | | | | Elizabeth Roybal |
| 1. **Budget and Finance Committee Report**:    1. **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    2. **BARS/Permanent Transfer:** None    3. **Final Budget ACTION ITEM:** not needed    4. **Audit:** Report see above. | | | | Phil Krehbiel, Rhonda Cordova, Barbara CampBell  Rhonda Cordova |
| 1. **Executive Director’s Report** 2. Reviewed the submitted written report. School is beginning remotely. Staff began with very structured attendance and staff is reporting higher than expected student engagement. 3. Students have technology and internet access to participate. 4. Jumpstart and PAPAfest were conducted virtually and were successful. 5. There are 3 staff teams helping with building capacity to teach online, accommodations/ modifications and other COVID/ school guidance issues. 6. 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. | | | | Melanie Chavez |
| 1. **Organizational Business** 2. **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.     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.   1. **2020-2021 Training hours**   The trainings offered by PED to the board have been shared via email. Please sign up for what you need.   1. **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. | | | | Elizabeth Roybal |
| 1. **President’s Report:**   Review and discussion of 3 hour on-board training for Santana Gonzalez. Lisa Ulibarri-Miller will arrange. | | | | Elizabeth Roybal |
| 1. **Other Announcements/Discussion:** None. | | | | Elizabeth Roybal |
| **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; 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.  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.  Committee emerged and reported no action was taken and no action is required. | | | | Elizabeth Roybal |
| 1. **Adjourn:** We adjourned at 6:05 The next meeting will be September 29, 2020 at 5pm. | | | |  |
| **Status** | | | | **Action Item** |
|  |  | | **Resource** | **Due Date** |

Final Minutes: Lisa Ulibarri-Miller 9/29/2020