

**Public Academy for Performing Arts
Draft Governing Council Meeting Minutes
July 27, 2021**

Date: 7/27/2021	Location: Meeting was held in person on PAPA campus. Meetings may return to Zoom as appropriate for the prevailing health conditions.	
Governing Council Meeting		
Time: 5:00-5:57 pm	Facilitator: Elizabeth Roybal	
Invitees in Attendance: Elizabeth Roybal (voting member), Phil Krehbiel (voting member), Lisa Ulibarri-Miller (voting member), Barbara CampBell (voting member), Rhonda Cordova (business manager), Virginia Wilmerding (staff representative), Santana Gonzalez (voting member, Alexis Corbin (voting member) arrived 5:02, Jessica Short (voting member), Melanie Chavez (Executive Director)		
Not in Attendance: Carol Torrez (staff representative)		
Guests in Attendance: Kahlil Simpson, Lauren Ingham, Leslye Padilla, Monica Maestas (arrived 5:24 pm)		
Discussion		Resource
1. Call to Order at 5:00 pm/ Roll Call, voting members Elizabeth Roybal, Phil Krehbiel, Santana Gonzales, Barbara CampBell, Lisa Ulibarri-Miller, Jessica Short		Elizabeth Roybal
2. Welcome and Introductions of all governing council members present. Welcoming remarks including Governing Council meeting procedures by Elizabeth Roybal.		Elizabeth Roybal
3. Approval of Agenda Motion by Barb CampBell to approve the agenda as presented. Seconded by Phil Krehbiel. Roll call vote. Motion carried 6-0		Elizabeth Roybal
4. Approval of Minutes Moved by Barb CampBell and seconded by Phil Krehbiel to approve the minutes from June 29, 2021. Roll call vote. Motion carried 6-0		Elizabeth Roybal
5. Open Forum None		Elizabeth Roybal
6. Finance committee report Phil Krehbiel, Melanie Chavez, Barbara CampBell, and Rhonda Cordova met the morning of July 27, 2021. Financial report and Budget summary was given		Phil Krehbiel

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<p>by Phil Krehbiel. He provided the council with a list of reports the finance committee is requesting. The 13 reports being regularly reviewed by the committee are as follows:</p> <p>For previous month:</p> <ul style="list-style-type: none"> • Bank Statement • Bank Reconciliation • Journal Entries • Balance Sheet Report (showing assets and liabilities for all accounts) • Bank Account Register (showing all checks written) • Budget Summary of Funds Report (showing a summary of budgeted expenses versus actual, offset by encumbrances) • Comparative Financial Statements – summary (revenues and expenses, all funds, last fiscal year, and current fiscal year) • Comparative Financial Statements – detail (revenues and expenses, all funds, last fiscal year, and current fiscal year) • Trial Balance Report (all transactions) • Monthly Balance Forecast Report – summary (actual revenues and expenses by month compared to the budget) • Account Balance Report – detailed (actual revenues and expenses, and encumbrances, compared to the budget) • Budget Adjustment Request (BARS) History Report • Purchase Orders of \$5,000 or more, current fiscal year <p>No concerns were noted at this time. Budget summary indicates +11%</p> <p>Audit is scheduled for the week of September 20.</p> <p>Lisa Ulibarri-Miller moved to approve the finance committee report. Barbara Campbell seconded seconded. Roll call vote. Motion carried 7-0 (Alexis was present)</p> <p>No BARS</p> <p>Purchase orders over 5000-- none</p>	
<p>7. Executive Director report</p> <ul style="list-style-type: none"> • Report sent to all members. • Highlights: 	<p>Melanie</p>

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<ul style="list-style-type: none"> • Building: HVAC upgrades, breaking ground 2022, security updates, double portable, CMP indicates construction on new building is again delayed. • Equity Council grant for SEL: SEL team presented their vision for the SEL grant award • Registration the last week of July • Running calendar will be shared with GC • School is ready for full re-entry with 100% in person attendance. CDC and PED guidelines are forth coming. 	
<p>8. Organizational business</p> <p>The following policy changes were posted and there was no public comment.</p> <p>A.2 Nondiscrimination based on HB 29. Draft was accepted</p> <p>A.15.1 Public Hearing based on statue NMSA 22-8-10</p> <p>A.16 Council agenda, adjusted to read that it will be available 36 hours instead of 24 hours prior to the meeting</p> <p>C.5 Added Zero tolerance and Cannabis policy requirements</p> <p>E.7.4 Updated to reflect students with appropriate training can self-carry asthma and anaphylaxis medications</p> <p>H.2.15 Dress code adjustments to protect hair styles and cultural/religious hair styles</p> <p>H.7 Dress code revisions</p> <p>D.1 Budget Process: Includes dates for adopting budget and holding public meetings.</p> <p>C. 6 Staff Conduct with Students</p> <p>Barbara CampBell moved to accept the policy changes as listed above. Seconded by Lisa Ulibarri-Miller. Motion carried 7-0</p> <p>Officer Elections:</p>	<p>Liz Roybal</p>

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Moved by Alexis Corbin and seconded by Jessica Short that Liz Roybal serve as President, Lisa Ulibarri-Miller serve as Vice President and Barbara CampBell serve as secretary for the upcoming 2021-2022 school year.

Committee updates:

Audit Committee: Phil Krehbiel (chair), Melanie Dunn-Chavez, Rhonda Cordova, Ruby Arispe, Jessica Short

Finance Committee: Phil Krehbiel (chair), Rhonda Cordova, Barbara CampBell, Melanie Dunn-Chavez,

Long-range Planning: Lisa Ulibarri-Miller (chair), Melanie Dunn-Chavez, Naomi Montoya, Santana Gonzales, Ginny Wilmerding

Performing Arts: Liz Roybal (chair), Alexis Corbin, Melanie Dunn-Chavez, Naomi Montoya, Santana Gonzales

Policy Review: Lisa Ulibarri-Miller (chair), Melanie Dunn-Chavez, Virginia Wilmerding, Barbara Campbell, Jessica Short

Trainings:

All council members are responsible for training

GC meeting time and dates:

4:15 pm 7/27, 8/31, 9/28, 10/26, 11/30, 12/14, 1/25, 2/22, 3/29, 4/26, 5/31, 6/28

9. Announcements/ Discussion

Long range planning meeting Tuesday Aug. 3rd 4:15 pm

Policy Committee meeting Aug. 13th 4:15 pm

Performing Arts: upcoming

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10. President's report:	
11. Executive Session Not required	
12. Adjournment 5:57pm Next regular meeting August 31, 2021	Liz Roybal

Minutes taken by Lisa Ulibarri-Miller. Draft typed on 8/1/2021