



**Meeting MINUTES**

**Thursday, January 26, 2022, 4:15 pm**  
 Public Academy for Performing Arts Campus  
 11800 Princess Jeanne Ave NE, Albuquerque, NM 87112, Room 2

Type of meeting: Community/Monthly

Chair: Elizabeth Roybal

Invited to Attend			
1. Elizabeth Roybal, President	5. Phil Krehbiel, GC Member	9. Virginia Wilmerding, Staff Representative and EDAC Rep	Scheduled Guests:
2. Santana Gonzalez, Vice President	6. Isaac Trujillo, GC Member	10. Rhonda Cordova, Business Manager	
3. Jessica Short, Secretary	7. Paul Paradise, GC Member	11. Melanie Dunn-Chavez, Executive Director	<b>Absent:</b>
4. Barbara Campbell, GC Member	8. Carol Torrez, Staff Representative		

Agenda Item	Presented by	Time
1. Call to Order, Roll Call (Quorum 7/7 voting members)	Chair	4:15 pm
2. Welcome and Introductions  In attendance: Liz Roybal, Santana Gonzalez, Paul Paradise, Isaac Trujillo, Virginia Wilmerding, Rhonda Cordova, Carol Torrez, Tamara Lopez, Jessica Short, Phil Krehbiel, Barbara Campbell, Anaya Gonzalez (NHS Student Rep), Rumi Pecasting (Student Rep)	Chair	4: 16 p.m.
3. Approval of Agenda <b>ACTION ITEM</b>  Approved : Jessica Short– first, Barb Campbell- second, Roll Call vote 7/0 to Approve	All	4:16 p.m.
4. Approval of Previous Meeting Minutes (12/15/22) <b>ACTION ITEM</b>  Approved: Barbara Campbell-First, Isaac Trujillo - second, Roll Call vote 7/0 to Approve	All	4:17 p.m.
5. Open Forum for Public Comment (Form Required)  None		
a. Budget & Finance Committee Report <b>ACTION ITEM</b> b. November Financial Report c. BARS/Permanent Transfer <b>ACTION ITEM</b> d. POs over \$5,000 – 1 PO for Experience – Approved by roll call vote Santana Gonzalez – First, Isaac Trujillo – Second 6/0 approved  Budget and Finance Committee report was given by Phil Krehbiel. Finance Meeting on 1/24/22 was attended by Phil Krehbiel, Barbara Campbell, Paul Paradise, Rhonda Cordova, and Melanie Chavez via Zoom. Barb Campbell gave a reminder that we will need an open meeting in March for comment on budget and finances. Reports reviewed by the finance committee are included in the GC notes. Those reports are as follows: Bank statement Journal entries Bank reconciliation Balance sheet Bank register	Phil Krehbiel	4:18 p.m.



<p>Budget expense summary          Comparative financial summary          Trial Balance          Monthly balance forecast report          Detailed budget to actual report          BAR history report          Purchase orders over \$5,000          Check report          Approved vendors</p> <p>We are in good shape financially. Acct 24308 ESSR 2 is waiting for PED approval for using it for portables. Acct 24330 expires next year: anticipate the budget being tighter after that.</p> <p>December Financial report is approved by roll call vote: Phil Krehbiel – First Jessica Short – Second 7/0 approved</p> <p>Barb Campbell asked about PO’s over \$5000 – what was the total contract amount for the portables? Rhonda Cordova provided the original quote of \$356,275, portable cost is well over that. Barb Campbell is concerned about the transfer of money for this. Rhonda Cordova will get a report to GC.</p> <p>BARS/Permanent Transfer approved by roll call vote: Phil Krehbiel – First. Barb Campbell – Second. 7/0 approved</p>		
<p>6. Executive Director’s Report</p> <p>A. EDAC Report – EDAC held two meetings to discuss the proposed 2023-2024 Calendar, lots of discussion to agree on dates that work best for most.</p> <p>B. Written Report</p> <p>C. 2023 – 24 School Calendar ACTION ITEM – Jessica Short asks if community input was requested for calendar, no community input</p> <p>Roll Call Vote to approve Calendar – Phil Krehbiel – first, Isaac Trujillo – second. Jessica Short votes no due to no community feedback</p>	<p>Melanie          Dunn-Chavez          EDAC –          Virginia          Wilmerding</p>	<p>4:31 p.m.</p>
<p>7. Organizational Business</p> <p>a. GC Training to Date</p>	<p>Liz Roybal</p>	<p>5:15 p.m.</p>
<p>h. President’s Report</p>	<p>Liz Roybal</p>	<p>5:17 p.m.</p>
<p>i. Other Announcements/Discussion - None</p>	<p>Liz Roybal</p>	<p>5:17 p.m.</p>
<p>j. Executive Session to Discuss Limited Personnel Matters</p> <p>At 5:20 pm Jessica Short made the motion to close the meeting for the purpose of going into Executive Session pursuant to NMSA 10-15-1-H(2) with Liz Roybal making the second. The motion was passed with a roll call vote. Limited personnel matters were the only topic addressed. At 5:45 pm made a motion to come out of Executive Session with Barbara Campbell making the second. The motion passed by roll call vote.</p>		<p>5:20 p.m.</p>



k. Adjourn	Liz Roybal	5:45 p.m.
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**----- Statement on Open Forum for Public Comment -----**

The Governing Council welcomes public comments during the "Public Comment" portion of the governing council meeting agenda. Individuals wishing to make public comments shall complete a Public Comment form and submit it to the Council President prior to the "Public Comment" section of the meeting. Individual oral presentations will be limited to 5 minutes, unless extended by the Council President.

**----- Statement of Non-Discrimination -----**

Public Academy for Performing Arts does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services. Persons requiring special accommodations should contact the administrative office at (505) 830-3128 Ext. 0 at least 24 hours prior to the meeting. The Title IX Coordinator is the Executive Director.

**----- Additional Information -----**

Audit Committee – Phil Krehbiel (Chair), Melanie Dunn-Chavez, Rhonda Cordova, Ruby Arispe, Jessica Short, Tamara Lopez  
Finance Committee – Phil Krehbiel (Chair), Rhonda Cordova, Melanie Dunn-Chavez, Barbara CampBell –8:00a.m.monthly, day of Council Meeting.  
Long-Range Planning – Lisa Miller (Chair), Melanie Dunn-Chavez, Naomi Montoya, Santana Gonzalez, Virginia Wilmerding  
Performing Arts Committee – Elizabeth Roybal (Chair), Alexis Corbin, Melanie Dunn-Chavez, Naomi Montoya, Santana Gonzalez  
Policy Review Committee – Lisa Miller (Chair), Melanie Dunn-Chavez, Virginia Wilmerding, Barbara CampBell, Jessica Short