



Meeting MINUTES

Thursday, April 20, 2023, 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	Absent:
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, Jessica Short, Phil Krehbiel, Barbara Campbell, Melanie Dunn-Chavez, Anaya Gonzalez (NHS Student Rep)	Chair	4: 15 p.m.
3. Approval of Agenda ACTION ITEM Approved : Barb Campbell– first, Isaac Trujillo– second, Roll Call vote 7/7 to Approve	All	4:16 p.m.
4. Approval of Previous Meeting Minutes (3/30/23) ACTION ITEM Approved: Isaac Trujillo-First, Barb Campbell- second, Roll Call vote 7/7 to Approve	All	4:17 p.m.
5. Open Forum for Public Comment (Form Required) None	All	4:17 p.m.
6. Budget & Finance Committee Report ACTION ITEM <ul style="list-style-type: none"> a. March Financial Report b. BARS/Permanent Transfer ACTION ITEM c. POs over \$5,000 – 3 PO's Budget and Finance Committee report was given by Phil Krehbiel. Finance Meeting on 4/20/23 was attended by Phil Krehbiel,Barbara Campbell, Paul Paradise,Rhonda Cordova, and Melanie Chavez via Zoom. Reports reviewed are as follows: Bank statement Journal entries Bank reconciliation Balance sheet Bank register Budget expense summary Comparative financial summary Trial Balance	Phil Krehbiel, Barb Campbell, and Rhonda Cordova	4:18 p.m.



PUBLIC ACADEMY FOR PERFORMING ARTS

<p>Monthly balance forecast report Detailed budget to actual report BAR history report Purchase orders over \$5,000 Check report Approved vendors</p> <p>All reports and financials are in good shape. We are within budget and have 22% of total budget remaining.</p> <p>Report was approved: Phil Krehbiel- First, Barb Campbell -second, Roll Call vote 7/7 to Approve</p> <p>Rhonda Cordova presented the BARS (1) 0027-T: This was moving funds to cover IT expenses. Approved by roll call vote: Phil Krehbiel – 1st, Isaac Trujillo – 2nd Roll Call Vote to approve: 7/7</p> <p>PO’s over \$5000 – None</p> <p>2023-24 Estimated Operating Budget ACTION ITEM - Phil Krehbiel asks about the fund balance (250k) Rhonda Cordova stated it will be presented at 0 because it will be allocated to other contracted services. Budget is set at 431 students (average), the goal is 450 students, we are currently slated at 491 students. Approved by roll call vote: Barb Campbell - 1st, Isaac Trujillo - 2nd 7/7 to approve.</p> <p>2023-24 Salary Schedule ACTION ITEM - Roll Call vote: Phil Krehbiel - 1st, Barbara Campbell - 2nd, 7/7 to approve.</p> <p>Out of State Travel ACTION ITEM - Cafeteria Services SNA ANC Conference - Roll Call Vote: Barbara Campbell - 1st, Jessica Short - 2nd, 7/7 to approve.</p>		
<p>6. Executive Director’s Report</p> <ul style="list-style-type: none"> a. Written Report – Report given by Melanie Dunn-Chavez b. EDAC Report – Given by Dr. Virginia Wilmerding - EDAC discussed testing dates, also are reflecting on how EDAC went this past year, they would like for it to reflect the school departments better, and would like to look at the state statute to make sure EDAC is operating correctly. 	<p>Melanie Dunn-Chavez</p>	<p>4:40 p.m.</p>
<p>7. Organizational Business</p> <ul style="list-style-type: none"> a. GC Training to Date 	<p>Liz Roybal</p>	<p>5:08 p.m.</p>
<p>8. President’s Report</p>	<p>Liz Roybal</p>	<p>5:11 p.m.</p>
<p>9. Other Announcements/Discussion – NONE</p>	<p>Liz Roybal</p>	<p>5:12 p.m.</p>



<p>10. Executive Session to Discuss Limited Personnel Matters - At 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 Barbara Campbell making the second. The motion was passed with a roll call vote. Limited Personnel Matters were the only topic addressed. At Jessica Short made a motion to come out of Executive Session with making the second. The motion passed by roll call vote.</p>	Liz Roybal	5: 14 p.m.
<p>11. Executive Director Search : Motion was made to offer the position of Executive Director to Lisa Ulibarri Miller. Liz Roybal - 1st, Isaac Trujillo - 2nd, roll call vote to approve 7/7</p>	Liz Roybal	
<p>k. Adjourn</p>	Liz Roybal	5:36 p.m.

----- 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