



Meeting MINUTES

Thursday, March 30, 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: Elizabeth Roybal, President
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: 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: 17 p.m.
3. Approval of Agenda ACTION ITEM Approved : Jessica Short – first, Isaac Trujillo– second, Roll Call vote 4/7 to Approve	All	4:19 p.m.
4. Approval of Previous Meeting Minutes (2/23//23) ACTION ITEM Approved: Phil Krehbiel-First, Jessica Short- second, Roll Call vote 4/7 to Approve	All	4:20 p.m.
5. Open Forum for Public Comment (Form Required) None	All	4:20 p.m.
6. Budget & Finance Committee Report ACTION ITEM <ul style="list-style-type: none"> a. February Financial Report b. BARS/Permanent Transfer ACTION ITEM c. POs over \$5,000 – 3 PO's Budget and Finance Committee report was given by Barb Campbell. Finance Meeting on 3/28/23 was attended by Barbara Campbell, 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 Monthly balance forecast report	Phil Krehbiel, Barb Campbell, and Rhonda Cordova	4:21p.m.



<p>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. Phil Krehbiel asked about the amount of \$89k for the Les Chanteuses showing as a line item. Clarified it's not an actual expense because it was a fundraiser. Rhonda Cordova stated she would run an activities account report to show that PAPA received the amount back.</p> <p>Report was approved: Jessica Short - First, Paul Paradise -second, Roll Call vote 6/7 to Approve</p> <p>Rhonda Cordova presented the BARS (3) 0024-IB, 0025-T, 0026-I: Approved by roll call vote: Phil Krehbiel – 1st, Barbara Campbell – 2nd Roll Call Vote to approve: 6/7</p> <p>PO's over \$5000 – 3</p> <p>Out of State Travel Request – LRP Conference for SPED – Approved: Jessica Short – 1st, Isaac Trujillo – 2nd Roll Call Vote 6/7</p> <p>Business Manager RFP</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 – EDAC was cancelled due to New Student Orientation 	Melanie Dunn-Chavez	4:35 p.m.
<p>7. Organizational Business</p> <ul style="list-style-type: none"> a. Membership Term Review for Elections – Santana Gonzalez term is ending, she will not renew b. Long Range Planning Committee – more visibility and focus on the arts/academics connection c. Policy committee will meet next month after legislative session d. Executive Director Search Report – received 5 applications to date, interviews 1st week of April e. April Meeting – Move to 4/20/23 ACTION ITEM – Approved: Jessica Short – 1st, Barbara Campbell – 2nd, Roll Call vote 6/7 	Santana Gonzalez	5:09 p.m.
<p>h. President's Report</p>	Santana Gonzalez	5:18 p.m.
<p>i. Other Announcements/Discussion – NONE</p>	Santana Gonzalez	5:19 p.m.
<p>k. Adjourn</p>	Santana Gonzalez	5:19 p.m.



PUBLIC ACADEMY FOR PERFORMING ARTS

----- 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