



Meeting MINUTES

Thursday, February 23, 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	4:17 pm
2. Welcome and Introductions In attendance: Liz Roybal, Santana Gonzalez, Paul Paradise, Isaac Trujillo, Virginia Wilmerding, Rhonda Cordova (via zoom), Carol Torrez, Jessica Short, Phil Krehbiel, Barbara Campbell, Anaya Gonzalez (NHS Student Rep)	Chair	4: 17 p.m.
3. Approval of Agenda ACTION ITEM Approved : Isaac Trujillo – first, Barbara Campbell– second, Roll Call vote 7/0 to Approve	All	4:18 p.m.
4. Approval of Previous Meeting Minutes (1/26//23) ACTION ITEM Approved: Barbara Campbell-First, Phhil Krehbiel- second, Roll Call vote 7/0 to Approve	All	4:19 p.m.
5. Open Forum for Public Comment (Form Required) None	All	4:20 p.m.
6. Public Hearing for 2023-24 Budget – Public Comment and Questions None		
7. Budget & Finance Committee Report ACTION ITEM <ul style="list-style-type: none"> a. January Financial Report b. BARS/Permanent Transfer ACTION ITEM c. 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 2/21/23 was attended by Phil Krehbiel, Barbara Campbell, Rhonda Cordova, and Melanie Chavez via Zoom. Reports reviewd are as follows: Bank statement Journal entries Bank reconciliation Balance sheet Bank register Budget expense summary	Phil Krehbiel and Rhonda Cordova	4:201p.m.



<p>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>All reports and financials are in good shape. 22% of the budget anticipated to remain at the end of the year. \$1.7 million to start next year. Negative percentages in report will be reallocated and will be fine. Barbara Campbell requests that Rhonda provide the total for the installation of two protables. The figure provided is \$721,141 so far. Discussed the need to move the April GC meeting one week earlier in order to meet state finance deadlines.</p> <p>Rhonda Cordova presented the BARS (1) 0023-I: Approved by roll call vote: Barbara Campbell – 1st, Phil Krehbiel – 2nd Roll Call Vote to approve: 7/0</p> <p>PO's over \$5000 - None</p> <p>Report was approved: Phil Krehbiel - First, Jessica Short -second, Roll Call vote 7/0 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 – Report given by Dr. Virginia Wilmerding – Discussed In Service for PAWtentia, New Student Orientation, and course offerings 	Melanie Dunn-Chavez	4:34 p.m.
<p>7. Organizational Business</p> <ul style="list-style-type: none"> a. Membership Term Review for Elections – Phil Krehbiel's term is ending, he will not be seeking to renew. Will need to find a replacement. 	Liz Roybal	5:00 p.m.
<ul style="list-style-type: none"> h. President's Report – Need to wait on any policy changes until legislative session ends 	Liz Roybal	5:02 p.m.
<ul style="list-style-type: none"> i. Other Announcements/Discussion – Melanie Dunn- Chavez (Executive Director) announced that she will be retiring at the end of her current contract year. Liz Roybal moves to create a committee to search for a new Executive Director. Barbara Campbell seconds. The committee will consist of Liz Roybal, Isaac Trujillo, and Phil Krehbiel. 	Liz Roybal	5:03 p.m.
<ul style="list-style-type: none"> j. Executive Session to Discuss Limited Personnel Matters <p>At 5:05 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 Phil Krehbiel making the second. The motion was passed with a roll call vote. Limited personnel matters were the only topic addressed. At 5:25 pm made a motion to come out of Executive Session with Barbara Campbell making the second. The motion passed by roll call vote.</p>		5:05 p.m.
<ul style="list-style-type: none"> k. Adjourn 	Liz Roybal	5:25 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