

Coral Foundation for Excellence in Education

4401 Silver Ave SE Albuquerque, NM 87108

MINUTES

12-22-2022, 6:30 pm

(Meeting held via Zoom)

Directors Present : Christina Chavez, Yamavathi Kona, Amber Jaramillo

Guests : Lori Bachman – CCCS (absent)

Executive Director: Nayamin Cisneros

Agenda Item	Presenter	Notes
1. Call to Order & Introductions	Ms. Jaramillo	Meeting called to order at 5:33pm by A. Jaramillo.
2. Approval of Agenda	Ms. Jaramillo	A. Jaramillo motioned to approve agenda. Y. Kona seconded. All approved, motion carried.
3. Approval of Minutes from 11-17-22	Ms. Jaramillo	A. Jaramillo motioned to approve the minutes. C. Chavez seconded. All approved, motion carried.
4. Discussion and Action on 11-30-22 Financial Report	Ms. Chavez	<p>C. Chavez informed the board that the statements aren't available are until November 30th. The checking account balance is \$1471. The shared account balance is \$239.85 with 0.07 cents dividend. Money market balance is \$3238.98, \$0.93 dividend added to the balance.</p> <p>A. Jaramillo informed that our bookkeeper, L. Woods, changed the QuickBooks subscription to the less expensive \$30 option. She also informed the board that the final Fall Pledge Drive brought in just over \$8000 in donations! L. Bachman would like to use the donation amount to pay for the Lobbyist fees who will help to secure substantial funds to the school.</p> <p>A Jaramillo asked about the Smiths donation, N. Cisneros informed that \$54 donation was received and reflects in the December balance.</p> <p>A Jaramillo motion to approve Treasures report for November 30, 2022. Y. Kona seconded. All approved, motion carried.</p>

5. New Member Vote	Ms. Jaramillo	A Jaramillo informed the board that she reached out to Ms. Cindy and she is not available for couple of weeks due to holidays & travel. She will be following up with her in the first week of January. Ms. Cisneros talked to her, and Ms. Cindy is still interested to join the foundation. Vote postponed.
6. CFEE Newsletter Update	Ms. Chavez	C. Chavez informed the board that the template for the Newsletter contains details about the foundation at the beginning, a space for adding a “president note” and a place to talk about upcoming fundraising events. A. Jaramillo asked if we could possibly distribute the newsletter quarterly or bi-annually. C. Chavez felt quarterly would be good. A. Jaramillo wants to include the story of the parents who are foundation members to boost up the spirits and maybe help inspire other parents to get involved in the foundation.
7. CFEE Recruiting Update	Ms. Jaramillo & Ms. Chavez	Recruitment can be a part of the upcoming newsletter
8. Fundraiser Update	Ms. Jaramillo	Mentioned in treasures report. We will look at launching the Spring Staycation in April but will need to start sourcing prizes asap.
9. Capital Update	Ms. Bachman (absent)	N/A
10. Future Agenda Items	Ms. Jaramillo	N/A
11. New Business	Ms. Jaramillo	N. Cisneros informed the board that tax exception letters and thank you cards need to be sent to the donors.
12. Set January Meeting Date	Ms. Jaramillo	A. Jaramillo motioned to set next month’s meeting for January 24, 2023, at 6:30pm. C. Chavez seconded. All approved, motion carried.
11. Adjournment	Ms. Jaramillo	Meeting Adjourned at 7:03.