

Coral Foundation for Excellence in Education

4401 Silver Ave SE Albuquerque, NM 87108

MINUTES

02-28-2023

6.30 pm

(Meeting held via Zoom)

Directors Present : Christina Chavez, Amber Jaramillo, Yamavathi Kona

Directors Absent :

Guests Present : Lori Bachman

Executive Director : Nayamin Cisneros

Agenda Item	Presenter	Notes
1. Call to Order & Introductions	Ms. Amber Jaramillo	The meeting was called to order at 6:30 pm by A.Jaramillo.
2. Approval of Agenda	Ms. Amber Jaramillo	A.Jaramillo motioned to approve the agenda. Y.Kona seconded. All approved, motion carried.
3. Approval of Minutes from 01-24-2023	Ms. Amber Jaramillo	A.Jaramillo motioned to approve the minutes of the meeting dated 01-24-2023. C.Chavez seconded. All approved, motion carried.
4. Treasurer's Report	Ms. Christina Chavez	C.Chavez informed the board that the checking account balance at the end of January balance is \$10,387.97. It includes the bulk deposit amount of Fundraising of \$6,457.20. The share account balance is \$249.99. The Money market is \$3240.82, with \$0.96 in dividends. The monthly quick books payment is \$32.33 there is another Quick book for tax purposes 1099 payment is \$5.89.

		<p>A.Jaramillo informed that a check for the amount of \$8,000 was donated to the school.</p> <p>A.Jaramillo motioned to approve the treasurer's report dated 01-31-23. Y.Kona seconded. All approved, motion carried.</p>
<p>5. New Member Vote + Addendum to Vote (</p>	<p>Ms. Amber Jaramillo</p>	<p>N.Cisneros that prospective new member, C.Lauritzen, completed and returned the New Member Form.</p> <p>A.Jaramillo motioned to approve new member Christina Lauritzen to the foundation. C.Chavez seconded. All approved, motion carried.</p> <p>ADDENDUM TO VOTE, 03-09-23</p> <p>An emergency meeting was held on 03-09-23 after receipt of a letter from the Coral Community Charter School lawyer stating that having a board member that was an employee of the school results in a direct conflict of interest for the school.</p> <p>In an effort to immediately remedy the issue, A.Jaramillo presented the information to the board, without the presence of the newly voted member, and held a discussion. We all came to agree a vote to remove the new member was in the best interest of the school and board.</p> <p>A.Jaramillo motioned to approve the removal of the new board member, C. Lauritzen, effective immediately. Y.Kona seconded. All approved, motion carried.</p> <p>A letter was drafted and emailed informing C.Lauritzen of the termination of the role.</p>

6. Newsletter Update	Ms. Christina Chavez	<p>A.Jaramillo informed the board that a newsletter was launched and we had a parent reach out for more information about being on the board.</p> <p>A Jaramillo wants to distribute the printed copies of the newsletter in the kindergarten and Pre K.</p> <p>A.Jaramillo suggested releasing the newsletter twice a year in February and September. The February would include Spring Raffle and September newsletter includes the fall pledge drive.</p> <p>C.Chavez suggested including a brief insert of each foundation member's bio in the upcoming newsletters.</p> <p>A.Jaramillo also added that a big part of the newsletter could be recruiting new members.</p>
8. Fundraiser Update	Ms. Nayamin Cisneros	<p>A.Jaramillo informed the board that the Staycation raffle would launch in April. She informed the board that a few hotels have donated one-night stays already.</p> <p>A.Jaramillo will be sharing the potential donor list with the other members so everyone could participate to secure donations.</p>
9. Capital Update	Ms. Lori Bachman	<p>L.Bachman informed that Legislative funding to the school was approved but not revealed how much funds were allocated yet. Once she receives an official confirmation she would be sharing it with the foundation.</p> <p>The money which was received from the past legislative session was invested in 2 projects the company which was highly recommended and works with state procurement will be working on</p>

		<p>the pre-k bathrooms upgrade. The company would be working on the bathroom project. The natural lighting in the classroom is on the list of 5 years school development agenda, which would be initiated next school year. The balance funds from last year's legislature funds and the property tax money received by the school will be utilized for the project irrelevant to the new legislature fund amount.</p> <p>The gates have been installed with limited access controls.</p>
10. Future Agenda Items	Ms.Amber Jaramillo	None
11. New Business	Ms.Amber Jaramillo	None
12. Set March Meeting Date	Ms.Amber Jaramillo	<p>A.Jaramillo motioned to set next month's meeting for March 28, 2023 at 6:30. C.Chavez seconded it,</p> <p>All approved, motion carried.</p>
13. Adjournment	Ms.Amber Jaramillo	Meeting adjourned at 7:10.