

# Coral Community Charter School Governance Council (GC)

4401 Silver Ave NE  
Albuquerque, NM 87108

May 2, 2023, 5:30 pm

## MINUTES

**I. This open meeting was held on “Microsoft Teams” because of the pandemic situation and complied with all information from the Attorney General’s Office.**

**A.** The meeting was called to order with a quorum at 5:32 pm by the Chair, Keren Fenderson.

<b>B. Roll Call</b>					
<b>Name</b>	<b>Office</b>	<b>Present</b>	<b>Absent</b>	<b>Arrived late</b>	<b>Departed Early</b>
<b>Keren Fenderson</b>	Chair	x			
<b>Brandon McFatrige</b>	at large		x		
<b>Mary Merchant</b>	Secretary	x			
<b>Susan Steketee</b>	Vice Chair	x			
<b>Tim Tokarski</b>	Treasurer	x			

**C. School Staff:** *Lori Bachman*, ED (Executive Director), *Katy Sanchez*, CFO (Chief Financial Officer), *Julia Weeks* (Operations Manager), *Abby Lewis* (School Attorney)

**Public Guests:** none

**Guests of the Board:** *Karin Trujillo*

**D.** The agenda was reviewed and a motion to approve the agenda was made by Tim Tokarski and seconded by Keren Fenderson. A roll call vote was taken: Keren Fenderson - Yes, Susan Steketee - Yes, Mary Merchant - Yes, Tim Tokarski - Yes.

**E.** A motion to table the minutes from April 24, 2023, was made by Keren Fenderson and was seconded by Mary Merchant. A roll call vote was taken: Keren Fenderson - Yes, Mary Merchant - Yes, Susan Steketee - Yes, Tim Tokarski - Yes.

## **II. Finance Committee;**

The financial documents provided in the monthly folder per the CCCS Finance Committee Checklist (account summary, bank reconciliation, PO report, balance sheet, disbursements, etc.) from April 30, 2023, were discussed. The financial documents were approved with a motion to accept the financials made by Keren Fenderson and seconded by Tim Tokarski. A roll call vote was taken: Keren Fenderson - Yes, Mary Merchant - Yes, Susan Steketee - Yes, Tim Tokarski - Yes.

## **III. Budget/Finance Committee;**

The following BAR was approved as presented by Ms. Sanchez with a motion by Mary Merchant and seconded by Tim Tokarski. A roll call vote was taken: Keren Fenderson - Yes, Mary Merchant - Yes, Susan Steketee - Yes, Tim Tokarski - Yes.

### **BAR 81I Food Services**

The Title II budget was approved as presented by Ms. Sanchez with a motion by Mary Merchant and seconded by Tim Tokarski. A roll call vote was taken: Keren Fenderson - Yes, Mary Merchant - Yes, Susan Steketee - Yes, Tim Tokarski - Yes.

Student enrollment is PreK 38 (40), K5 201 (201) students and 12 students are on the lottery list and 36 students are on the waiting list for 23-24.

## **IV. Governance Committee;**

The MOA with the Foundation is in effect as it was returned signed by the Foundation board.

## **V. Facility Committee;**

There was no facility committee meeting held this month.

## **VI. Audit Committee;**

The fiscal Year 22-23 audit is complete as of April 27, 2023.

**VII. Academic Committee;**

There was no academic committee meeting held this month.

**VIII. ED Support Committee;**

Ms. Bachman highlighted her ED Report.

There was no ED Support Committee meeting held this month.

**IX. Closed Session;**

Pursuant to Section 10-15-1(H)(2) NMSA 1978, the Board voted to meet in closed session to discuss limited personnel matters with a motion by Mary Merchant and seconded by Tim Tokarski. A roll call vote was taken: Keren Fenderson - Yes, Mary Merchant - Yes, Susan Steketee - Yes, Tim Tokarski - Yes. Only matters noticed for closed session on the agenda were discussed and no action was taken during the closed session.

The board returned to open session and a motion was made to approve a 6 percent raise for Ms. Bachman pursuant to and in compliance with the PED mandate. A new contract for FY23-24.

**X. New Business;**

There was no new business. The next regular meeting of the GC is on June 6, 2023, at 5:30 pm. The meeting will be held at CCCS or be completed on Microsoft Teams in accordance with to Open Meeting Act Guidance from the NM Attorney General’s office.

**XI. Adjournment;**

The meeting was adjourned at 6:58 pm.



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 Governance Board Secretary  
 Signature

June 6, 2023

Date

Minutes taken by Mary Merchant, Secretary