

Coral Community Charter School Governance Council (GC)

4401 Silver Ave SE
Albuquerque, NM 87108

October 10, 2023, 5:30 pm

MINUTES

I. This open meeting was held at 4401 Silver Ave SE.

A. The meeting was called to order with a quorum at 5:31 pm by the Chair, Keren Fenderson.

B. Roll Call						
Name	Office	Present	Absent	Arrived late	Departed Early	Attended electronically
Keren Fenderson	Chair	x				x
Mary Merchant	Secretary	x				
Susan Steketee	Vice Chair	ab				
Melinda Thompson	At large	x				
Tim Tokarski	Treasurer	x				
Karin Trujillo	At large	x				

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

Public Guests: none

Guests of the Board: none

D. The agenda was reviewed and a motion to approve the agenda was made by Tim Tokarski and seconded by Karin Trujillo. A vote was taken and the motion passed unanimously.

E. A motion to approve the minutes from September 12, 2023 was made by Mary Merchant and was seconded by Karin Trujillo. A vote was taken. Keren Fenderson abstained, Mary Merchant - Yes, Melinda Thompson - Yes, Tim Tokarski - Yes, Karin Trujillo - 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 September 30, 2023, were discussed. The financial documents were approved unanimously with a motion to accept the financials made by Karin Trujillo and seconded by Tim Tokarski.

III. Budget/Finance Committee;

The following BARs were approved as presented by Ms. Sanchez with a motion by Tim Tokarski and seconded by Mary Merchant. A vote was taken and the motion passed unanimously.

- BAR 10M – SEG
- BAR 11M – SEG
- BAR 12D – ARP ESSER III
- BAR 13M – PreK
- BAR 14IB – GOB Library
- BAR 15M – SEG
- BAR 16M – SEG
- BAR 17T – SEG
- BAR 18M – ARP ESSER III
- BAR 19M – Title XIX Medicaid
- BAR 20M – PreK
- BAR 21M – HB33

Student enrollment is PreK 35 (40), K5 207 (201) students.

IV. Governance Committee;

The updated student handbook was presented by Abby Lewis and discussed. A motion by Mary Merchant was seconded by Melinda Thompson and passed unanimously.

The GC committee list was posted in the membership resource file. After discussions the committee lists is as follows:

Academic Committee;

Susan Steketee, Chair
Karin Trujillo

ED Support Committee;

Keren Fenderson, GC Chair
Mary Merchant, GC Secretary

Finance Committee;

Tim Tokarski, Tresurer
Melinda Thompson
Keren Fenderson, GC Chair

Audit Committee

Tim Tokarski GC Treasurer, Committee Chair
Susan Steketee, GC Vice-chair
Katy Sanchez, Chief Financial Officer
Lori Bachman, Executive Director
Tamar Begay, Parent
Deborah Marrazzo, Community Member

Governance Committee;

Tim Tokarski
Susan Steketee
Mary Merchant

A motion was made by Tim Tokarski and seconded by Keren Fenderson to discontinue the Facility committee which passed unanimously.

V. Facility Committee;

No updates.

VI. Audit Committee;

The exit interview for the 22-23 audit was held on September 28, 2023. The results will be made public in January or February 2024.

VII. Academic Committee;

There was not an academic committee held this month.

VIII. ED Support Committee;

Ms. Bachman highlighted her ED Report.

There was no ED Support Committee meeting held this month.

IX. New Business;

There was no new business. The next regular meeting of the GC is on November 14, 2023, at 5:30 pm at the School.

X. Adjournment;

The meeting was adjourned at 6:35 pm.

Mary Merchant

Date: November 14, 2023

Minutes taken by Mary Merchant, Secretary