

# Coral Community Charter School Governance Council (GC)

4401 Silver Ave SE  
Albuquerque, NM 87108  
May 14, 2024, 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 5:32 pm by the Chair, Susan Steketee.

<b>B. Roll Call</b>						
Name	Office	Present	Absent	Arrived late	Departed Early	Attended electronically
Mary Merchant	Secretary	x				
Susan Steketee	Chair					x
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) present electronically, Dan Hill, Attorney

**Public Guests:** none

**Guests of the Board:** none

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

E. A motion to approve the minutes from March 12, 2024 was made by Melinda Thompson and was seconded by Mary Merchant. A vote was taken and the motion passed unanimously.

A motion to approve the minutes from April 12, 2024 was made by Tim Tokarski and seconded by Melinda Thompson. A vote was taken and the motion passed. Mary Merchant abstained.

## **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, 2024, were discussed. The financial documents were approved unanimously with a motion to accept the financials made by Karen Trujillo and seconded by Melinda Thompson.

We will have enrollment and wait list numbers at our next meeting.

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

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

- BAR 44M - Title I
- BAR 50T - HB33
- BAR 51T - SB-9 Local

## **IV. Audit Committee;**

The audit committee met on April 25<sup>th</sup> to close the current audit. The school had 0 findings this year. The next meeting will be in June for the new 24-25 audit.

## **V. Academic Committee;**

The academic committee did not meet this month.

## **VI. ED Support Committee;**

Ms. Bachman highlighted her ED Report. Good progress is being made on her goals for 23-24 evaluation. This summer the school will add natural lighting. Ms. Bachman completed a new grant for the summer of 2025 which if awarded, will remake the kitchen area. The notice of award will come at

the end of June. She is also reviewing a rental space for PE at the SW corner of Monroe and Central.

### **VII. Governance Committee;**

The grievance policy was reviewed and was followed by the school for an April grievance.

### **VIII. 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 Karin Trujillo and seconded by Melinda Thompson. The motion carried unanimously.

The board returned from open session. Only matters noticed for closed session on the agenda were discussed and no action was taken during the closed session.

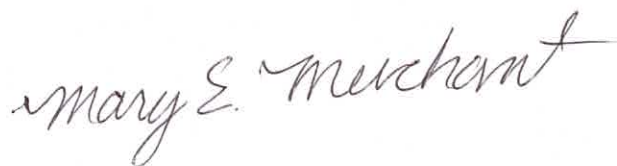
The roll call was called and all were in agreement with the above statement.

### **IX. New Business;**

The next regular meeting of the GC is on June 11, 2024 at 5:30 pm at the School.

### **X. Adjournment;**

The meeting was adjourned at 6:47 pm.

A handwritten signature in cursive script that reads "Mary E. Merchant".

Date: June 11, 2024.

Minutes taken by Mary Merchant, Secretary