

Coral Community Charter School Governance Council (GC)

4401 Silver Ave SE
Albuquerque, NM 87108
July 9, 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 5:31 pm by the Chair, Susan Steketee.

B. Roll Call						
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	Vice-Chair	x				

C. **School Staff:** *Lori Bachman*, ED (Executive Director), *Katy Sanchez*, CFO (Chief Financial Officer) present electronically, *Dan Hill*, Attorney, present electronically.

Public Guests: none

Guests of the Board: *Heather Sickenger*, CCCS

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

E. A motion to approve the minutes June 11, 2024, was made by Mary Merchant with corrections and was seconded by Tim Tokarski. A vote was taken and the motion passed unanimously.

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 June 30, 2024, were discussed. The financial documents were approved unanimously with a motion to accept the financials made by Melinda Thompson and seconded by Sue Steketee.

III. Budget/Finance Committee;

There were no BARs presented by Ms. Sanchez.

The inventory for FY23-24 and the depreciation of the inventory was placed in the common folder on the O drive. A motion made by Melinda Trujillo that was seconded by Melinda Thompson to approve the documents passed unanimously. Ms. Sanchez added that all grants had been spent.

IV. Audit Committee;

The Audit Committee did not meet this month. The overview meeting with Mossman-Adams had been rescheduled for July 17, 2024.

V. Academic Committee;

Ms. Bachman just received the EOY data form the state and she is reviewing it. The committee will meet this month.

VI. ED Support Committee;

Sue Steketee, Chair and Mary Merchant, ED Support Committee met with Ms. Bachman to deliver her annual review. The review was excellent. Ms. Bachman highlighted her ED report. The money for the kitchen remodeling has been granted.

VII. Governance Committee;

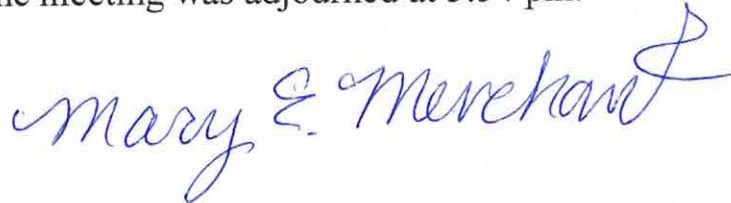
Dan Hill presented the changes to the Open Meeting policy. The changes were made to meet the new requirements for recording and posting our recorded meetings on line. A motion was made by Sue Steketee to approve the changes as presented and a second was made by Karin Thompson. The motion was approved unanimously.

IX. New Business;

The next regular meeting of the GC is on August 13, 2024, at 5:30 pm at the School.

X. Adjournment;

The meeting was adjourned at 5:54 pm.

A handwritten signature in blue ink that reads "Mary E. Merchant". The signature is written in a cursive style with a large, decorative flourish at the end.

Date: August 13, 2024.

Minutes taken by Mary Merchant, Secretary