

NEW MEXICO SCHOOL FOR THE ARTS
Governing Council Meeting
Tuesday, January 10, 2017, from 3:00 – 5:00 pm Meeting
New Mexico School for the Arts—High School
275 E. Alameda St. Room #116
Santa Fe, NM 87501

Meeting Minutes- Approved

NMSA provides access to a rigorous mastery arts and academic high school education for youth with passion and aptitude in the arts, leading to post-secondary learning, careers in the arts, and lives that contribute to society.

- I. Call to Order Bill Beacham

Bill Beacham called the meeting to order at 3:04 pm.

- II. Reading of Mission Statement Bill Beacham

The Mission Statement was read by Bill Beacham.

- III. Governing Council Attendance as Indicated on Sign-In Sheet Bill Beacham

NMSA Council Members Present:
Bill Beacham, Chair
Paula Tackett, Secretary – via phone
Greg Hunt, Treasurer
Doddie Espinosa, Member

NMSA Governing Council Member Excused:
Vickie Sewing, Vice Chair

NMSA High School Staff Present:
Cindy Montoya, Head of School
Liza Romero, Business Manager
Gayle McGuinness, Secretary

- IV. **Approval of Agenda** **Bill Beacham**

Greg Hunt made a motion to approve the Agenda as amended by moving Item XV to Item X and tabling Item X to February Meeting. Paula Tackett seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. No further discussion was necessary. The Council unanimously approved the motion.

- V. Public Forum Bill Beacham

Bill Beacham asked if there were any individuals requesting a Public Forum.

No one from the public was in attendance.

- VI. **Approval of Meeting Minutes from December 13, 2016** **Bill Beacham**

Paula Tackett made a motion to approve the December 13, 2016 Meeting Minutes as amended. Greg Hunt seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. No further discussion was necessary. The Council unanimously approved the motion.

- VII. Business Manager’s Report Elizabeth Romero
 - a. **Approval of BARs**

<u>BAR #</u>	<u>Fund Description Type</u>	<u>Amount</u>
1 1617-0027-M	11000 – Operational Transfer within 1000 Function	\$ 0
2 1617-0028-M	27188 - Teacher and School Leader Incentive Pay Transfer within 1000 Function	\$ 0
3 1617-0029-M	27190 - Teacher and School Leader Incentive Pay Group Transfer within 1000 Function	\$ 0
4 1617-0030-T	27190 - Teacher and School Leader Incentive Pay Group Transfer 2xxx to 1000 Function	\$ 0
5 1617-0031-M	27190 - Teacher and School Leader Incentive Pay Group Transfer within 2xxx Function	\$ 0

Greg Hunt made a motion to approve the BARs. Paula Tackett seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. No further discussion was necessary. The Council unanimously approved the motion.

b. Approval of Payroll & Accounts Payable Payment Vouchers November 2016

Greg Hunt made a motion to approve Payroll and Accounts Payable Payment Vouchers. Paula Tackett seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. No further discussion was necessary. The Council unanimously approved the motion.

c. Financial Statement Reports – as of November 30, 2016

i. Financial Analysis & Bank Reconciliations

The Finance Committee reported that the analysis showed everything to be in order.

The Bank Reconciliation and Statements were distributed to each member of the Council. A review of the packet followed.

VIII. Approval of Amended HR Manual Bill Beacham

IX. Paula made a motion to approve the Amended HR Manual. Greg Hunt seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. No further discussion was necessary. The Council unanimously approved the motion.

X. Executive Session Bill Beacham
a. Facilities

Paula Tackett made a motion to go into Executive Session. Greg Hunt seconded the motion. The Council unanimously approved the motion.

A roll call was taken by Gayle McGuiness:

Greg Hunt	<u> X </u> Yes	<u> </u> No
Paula Tackett	<u> X </u> Yes	<u> </u> No
Bill Beacham	<u> X </u> Yes	<u> </u> No

The Governing Council moved into Executive Session at 3:20 pm in order to discuss Facilities.

Doddie Espinosa entered the meeting at 3:25 pm.

Doddie Espinosa made a motion to exit Executive Session. Greg Hunt seconded the motion with no action on Facilities. Bill Beacham asked if there was any further discussion needed on the motion. No further discussion was necessary. The Council unanimously approved the motion.

A roll call was taken by Gayle McGuinness:

Greg Hunt	<u> X </u> Yes	<u> </u> No
Paula Tackett	<u> X </u> Yes	<u> </u> No
Bill Beacham	<u> X </u> Yes	<u> </u> No
Doddie Espinosa	<u> X </u> Yes	<u> </u> No

Discussion in Executive Session concluded at 4:50 pm with only Facilities being discussed. No action was taken.

Paula Tackett exited the meeting at 4:51 pm.

XI. Approval to Hire P Matthews to Begin Crafting a Lease-Purchase Agreement Bill Beacham

Greg Hunt made a motion to approve the hiring of Patty Matthews of begin crafting a Lease-Purchase Agreement. Doddie Espinosa seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. No further discussion was necessary. The Council unanimously approved the motion.

XII. Head of School Evaluation Vickie Sewing

Tabled until February meeting.

XIII. Approval of Annual OMA Resolution Bill Beacham

Doddie Espinosa made a motion to approve the Annual OMA Resolution. Greg Hunt seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. No further discussion was necessary. The Council unanimously approved the motion.

XIV. Approval of Annual Conflict of Interest Bill Beacham

Greg Hunt made a motion to approve the Annual Conflict of Interest Policy. Doddie Espinosa seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. No further discussion was necessary. The Council unanimously approved the motion.

XV. Approval of MOU Renewal Bill Beacham

Doddie Espinosa made a motion to approve the Renewal of the MOU. Greg Hunt seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. No further discussion was necessary. The Council unanimously approved the motion.

XVI. Tentative Approval of Additional Governing Council Meeting in January Bill Beacham

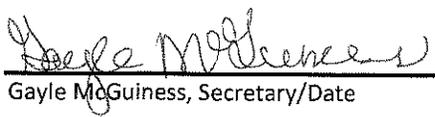
No action was taken on this item. The Council stated that if an additional meeting was required, a Special Meeting would be called.

XVII. Adjournment Bill Beacham

Greg Hunt made a motion to adjourn the meeting. Doddie Espinosa seconded the motion.

Bill Beacham asked if there was any further discussion needed on the motion. No further discussion was necessary. The Council unanimously approved the motion.

Bill Beacham declared the meeting adjourned at 5:05 pm.

 2/14/17 
Gayle McGuinness, Secretary/Date Paula Tackett, Governing Council, Secretary/Date

January 10, 2017 NMSA Charter School Governing Council Meeting Minutes