

NEW MEXICO SCHOOL FOR THE ARTS
Governing Council Meeting
Tuesday, August 14, 2018, from 3:00 – 5:00 pm Meeting
New Mexico School for the Arts—High School
275 E. Alameda
Santa Fe, NM 87501

Meeting Minutes - draft

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 3:01 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
Dr. Michael Kaplan, Vice Chair
Paula Tackett, Secretary
Greg Hunt, Treasurer
Cynthia Nava
Neil Heighberger

NMSA High School Staff Present:

Eric Crites, Head of School
Liza Romero, Business Manager
Gayle McGuinness, Assistant Business Manager

Public Present:

No Public present.

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

Dr. Kaplan made a motion to approve the Agenda as corrected. Greg Hunt seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. The motion carried.

- V. Public Forum Bill Beacham

Bill Beacham asked if there were any individuals requesting a Public Forum. No members of the public were present.

- VI. **Approval of Meeting Minutes from June 22, 2018** Bill Beacham

Greg Hunt made a motion to approve the June 22, 2018 Meeting Minutes. Dr. Kaplan seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. The Council unanimously approved the motion.

VII. Approval of Meeting Minutes from July 24, 2018 Bill Beacham

Greg Hunt made a motion to approve the July 24, 2018 Meeting Minutes. Dr. Kaplan seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. The Council unanimously approved the motion.

VIII. Business Manager's Report Liza Romero

a. Consent Agenda: Approval of Payroll Vouchers and AP Vouchers for June and July, 2018

Cynthia Nava made a motion to approve the above listed AP and Payroll Vouchers for June and July. Greg Hunt seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. The Council unanimously approved the motion.

b. Financial Statement Reports – Financial Analysis & Bank Reconciliations for June, 2018

Liza guided the Council through the June and July check and non-check reports and also through the June Bank Reconciliation.

c. Remaining Balances on all capital Outlay

This item was covered by Liza in the Quarterly & Monthly Report, Item d.

d. Quarterly & Monthly Reports

Liza went over all the fund balances as of June, 2018 with the Council.

IX. Approval of Committee Memberships for SY18-19 Bill Beacham

Dr. Kaplan made a motion to appoint Council Members for Committee Memberships for SY18-19. Paula Tackett seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. A discussion followed. The Council unanimously approved the motion.

X. Approval of Amended Certificate of Resolution Change of Meeting Time Bill Beacham

Greg Hunt made a motion to Amend the Certificate of Resolution regarding the time and day of meeting for SY18-19. Cynthia Nava seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. A discussion followed. The Council unanimously approved the motion.

XI. Approval of Title IX Assurance Forms Bill Beacham

Neil Heighberger made a motion to approve the Title IX Assurance forms. Paula Tackett

seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. The Council unanimously approved the motion.

- XII.** Discussion of Contracted Service for Completion of a Facility Master Plan For the Sanbusco Location Bill Beacham

Eric Crites stated that Steve Osborn will take care of the Facility Master Plan by January, 2109, as he is the Architect of the Sanbusco location.

- XIII.** Discussion Regarding Lunch Program Eric Crites

Gayle updated the Council on the current situation, and will also follow-up at the September Governing Council Meeting.

- XIV.** Head of School Report Eric Crites

Eric covered all of the items listed in his Head of School Report, which is part of the meeting packet.

- XV.** Admissions Report Cindy Montoya

This item was tabled.

- XVI.** President's Report Cindy Montoya

This item was tabled.

- XVII. Executive Session Bill Beacham**

Executive session was not necessary at this time.

- XVIII. Adjournment Bill Beacham**

Paula Tackett made a motion to adjourn the meeting. Dr. Kaplan 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 5:00 pm.