

NEW MEXICO SCHOOL FOR THE ARTS
Governing Council Meeting
Wednesday, January 15, 2020, from 3:00 – 5:00 pm Meeting
New Mexico School for the Arts—High School
500 Montezuma Ave.
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 3:04 pm

II. Reading of Mission Statement Bill Beacham

Bill Beacham read the Mission Statement to the Council.

III. Governing Council Attendance as Indicated on Sign-In Sheet & Roll Call **Bill Beacham**

NMSA Council Members Present:

Bill Beacham, Chair
Dr. Michael Kaplan, Vice Chair
Paula Tackett, Secretary
Cynthia Nava
Trina Raper

NMSA High School Staff Present:

Eric Crites, Head of School
Liza Romero, Business Manager
Gayle McGuinness, Asst. Business Manager
Nathan Rubinfeld, Executive Administrative Asst.

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

Dr. Kaplan made a motion to approve the Agenda. Trina Raper 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 members of the public present. No members of the public were present.

VI. **Approval of Meeting Minutes from December 18, 2019** **Bill Beacham**

Cynthia Nava made a motion to approve the December 18, 2019 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 Special Meeting Minutes from January 9, 2020** **Bill Beacham**

Dr. Kaplan made a motion to approve the January 9, 2020 Meeting Minutes as amended. Trina Raper 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 BARS, Payroll Vouchers and Accounts Payable (AP) Vouchers for December 2019

Dr. Kaplan made a motion to approve the BARS, Payroll Vouchers and Accounts Payable (AP) Vouchers for December, 2019. Trina Raper 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 December, 2019

Liza guided the Council through the December check and non-check reports and also through the October and November Bank Reconciliations.

c. Remaining Balances on all capital Outlay

A report is included in this packet.

IX. Approval of Purchase of 4x4 (All Terrain) Vehicle with Plow

Eric Crites

Cynthia Nava made a motion to approve the purchase of a 4x4 vehicle with plow. Dr. Kaplan seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. The Council unanimously approved the motion.

X. Status of Phase II Construction

Paula Tackett

Paula Tackett stated that the wall has been installed, as was the temporary fencing. The RfP for the Design Professional is due at Noon on Friday, January 17. Interviews will be conducted on January 23 and 24. The Governing Council will hold a Special Meeting on January 27th at 3:30 pm to determine who will be awarded the contract for the Design Professional based on the recommendation of the Selection Committee.

XI. Discussion – Mid-Year Governing Council Training Update

Gayle McGuiness

Gayle McGuiness will follow up with Dolores Archuleta regarding upcoming Council Trainings and requirements for members.

XII. Head of School Report

Eric Crites

Eric briefed the Council on the topics that are included in his attached Head of School Report.

XIII. Admissions Report

Cindy Montoya

Not available at this time.

XIV. President's Report

Cindy Montoya

Not available at this time.

XV. Executive Session

Bill Beacham

a. Personnel

b. Facilities

Paula Tackett made a motion to close the meeting pursuant to the Open Meetings Act, section 10-15-1H(2) for limited Personnel matters and section 10-15-1H(8), for discussion of matters dealing with real property. Trina Raper seconded the motion. The Council unanimously approved the motion.

A roll call was taken by Paula Tackett:

Cynthia Nava	<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
Dr. Kaplan	<u> X </u> Yes	<u> </u> No
Trina Raper	<u> X </u> Yes	<u> </u> No

The Governing Council moved into Executive Session at 4:18 pm pm order to discuss Personnel and Facilities.

Dr. Kaplan made a motion to go out of Executive Session with no action on limited Personnel matters and discussion on matters dealing with real property. Paula Tackett seconded the motion.

A roll call was taken by Eric Crites

Cynthia Nava	<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
Dr. Kaplan	<u> X </u> Yes	<u> </u> No
Trina Raper	<u> X </u> Yes	<u> </u> No

Discussion in Executive Session concluded at 4:44 pm with limited Personnel and acquisition of real property being discussed.

XVII. Adjournment

Bill Beacham

Dr. Kaplan made a motion to adjourn the meeting. Trina Raper 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 4:46 pm.

Gayle McGuiness, Assistant Business Manager/Date

Paula Tackett, Governing Council, Secretary/Date

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