

**NEW MEXICO SCHOOL FOR THE ARTS**  
Governing Council Meeting  
**Monday, February 27, 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 3:42 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- via phone  
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.

**Art Institute Staff Present:**

Cindy Montoya, President

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

**Dr. Kaplan made a motion to approve the Agenda. Paula Tackett 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 January 15, 2020** **Bill Beacham**

**Dr. Kaplan made a motion to approve the January 15, 2020 Meeting Minutes. Trina Raper 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 27, 2020 Bill Beacham**

**Dr. Kaplan made a motion to approve the January 27, 2020 Special Meeting Minutes. 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 January 2020**

**Dr. Kaplan made a motion to approve the BARS, Payroll Vouchers and Accounts Payable (AP) Vouchers for January 2020. Cynthia Nava 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 January 2020.**

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. Status of Phase II Construction Paula Tackett**

Paula Tackett stated that a contract is in place for the design professionals, SMPC. The CMAR Contract is nearly complete, and the permit for demolition is in process. Klinger is waiting to begin demolition.

**X. Approval of 2020-2021 School Year Calendar Eric Crites**

**Paula Tackett made a motion to approve the 2020-2021 School Year Calendar. Trina Raper seconded the motion. Bill Beacham asked if there was any further discussion needed on the motion. The Council unanimously approved the motion.**

**The Council thanks Cecile Hemez for the excellent work.**

**XI. Discussion – Mid-Year Governing Council Training Update Gayle McGuinness**

Gayle distributed information to each Council Member that is still in need of training for the School Year.

**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

Cindy provided the Council with the following information regarding applications for the 2020-2021 School Year:

There was a total of 263 applicants: 27 in Creative Writing, 22 in Dance, 66 in Music, 48 in Theater and 100 in Visual Arts.

Openings per department are as follows:

Creative Writing – 15

Dance – 16

Music – 20

Theater – 18

Visual Arts – 18

There are 87 openings in total.

**XIV. President's Report** Cindy Montoya

Cindy was happy to report that the Legislature awarded NMSA \$1.46M for construction of the Dormitory. She continues to work on long-range planning including how to accommodate an eventual increase in student population to 400. There has been discussion on re-configuring the Library and the Media Center.

Cindy would like the Art Institute Board and the Charter School Governing Council to have two joint meetings per year.

**XV. Executive Session** Bill Beacham

**a. Personnel**

**b. Facilities**

**Executive Session was not necessary at this time.**

**XVII. Adjournment** Bill Beacham

**Paula Tackett 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 5:27 pm.