

# Coral Community Charter School Governance Council (GC)

4401 Silver Ave NE  
Albuquerque, NM 87108

July 28, 2020, 5:30 PM

## MINUTES

Name	Office	Present	Absent	Arrived late	Departed Early
Keren Fenderson	President	x			
Mike Reeves	Treasurer	x			
Mary Merchant	Secretary	x			
Sue Steketee	at large	x			
Tim Torkarski	at large	x			
Corky Baca	at large		x		

**School Staff:** *Lori Bachman*, ED (Executive Director), *Katy Sanchez*, Business Manager, *Crystal Wilson*, Director of Academic Innovation & Pre-K Site Coordinator, *Julia Weeks*, Operation Support Specialist & Food Manager & Health Assistant, *Abby Lewis*, School Attorney.

**This open meeting was held on “Microsoft Teams” because of the pandemic situation and complied with all information from the Attorney General’s Office.**

Meeting was called to order with a quorum at 5:35 pm by the Chair, Keren Fenderson.

**Public Comment:** none

**Guests of the Board:** none

The agenda was reviewed and a motion to approve the agenda as presented was

made by Mary Merchant and seconded by Sue Steketee. A roll call vote was taken: Mary Merchant - Yes, Tim Torkarski - Yes, Susan Steketee - Yes, Keren Fenderson - Yes , Mike Reeves - Yes

A motion to approve the minutes, as presented, from June 30, 2020 was made by Mary Merchant and was seconded by Mike Reeves. A roll call vote was taken: Mary Merchant - Yes, Tim Torkarski - Yes, Susan Steketee - Yes, Keren Fenderson - Yes , Mike Reeves - Yes

**Budget/ Finance Committee:**

The financial committee met today and reviewed the current documents. The financial documents (account summary, bank reconciliation, PO report and the balance sheet) from May 31, 2020 were approved after a motion to accept the financials as presented by Mike Reeves and seconded by Mary Merchant. A roll call vote was taken: Mary Merchant - Yes, Tim Torkarski - Yes, Susan Steketee - Yes, Keren Fenderson - Yes, Mike Reeves - Yes

Katy Sanchez presented BARS information. A motion to approve the BARS as they were presented was made by Sue SSteketee and seconded by Mike Reeves. A roll call vote was taken: Mary Merchant - Yes, Tim Torkarski - Yes, Susan Steketee - Yes, Keren Fenderson - Yes, Mike Reeves -Yes.

1I-HB33

2M-SB9

The school calendar made necessary by the Coronavirus Pandemic was presented and a motion to accept the calendar by Sue Steketee was seconded by Mary Merchant. A roll call vote was taken: Mary Merchant - Yes, Tim Torkarski - Yes, Susan Steketee - Yes, Keren Fenderson - Yes, Mike Reeves -Yes.

The capitol appropriation project award was presented and a motion to accept the award was made by Mike Reeves and seconded by Sue Steketee. A roll call vote was taken: Mary Merchant - Yes, Tim Torkarski - Yes, Susan Steketee - Yes, Keren Fenderson - Yes, Mike Reeves -Yes.

The current inventory was reviewed along with the depreciation schedule. A motion by to accept the depreciation schedule was made by Sue Steketee and seconded by Mike Reeves. A roll call vote was taken: Mary Merchant - Yes, Tim Torkarski - Yes, Susan Steketee - Yes, Keren Fenderson - Yes, Mike Reeves -Yes.

### **Re-entry Update:**

The reentry plan was adjusted to the new State guidelines and reviewed by the board. A motion was made by Sue Steketee to approve the Reentry Plan which was seconded by Mike Reeves. A roll call vote was taken: Mary Merchant - Yes, Tim Torkarski - Yes, Susan Steketee - Yes , Mike Reeves - Yes, Keren Fenderson - Yes.

### **Facility Committee:**

There was no facility committee meeting held this month.

### **Audit Committee:**

There was no audit committee meeting held this month. They will meet after the FY20 audit which is scheduled for September.

### **Academic Committee:**

There was no academic committee meeting held this month.

### **ED Support Committee:**

There was no ED support committee meeting held this month.

### ***Executive Director Report***

The ED report was posted in the OneDrive. Lori Bachman emphasized a few of the details of the report. All staff have signed contracts.

### **Governance Committee:**

The OMA (Open Meeting Resolution) was presented by Abby Lewis. The motion to adopt the Resolution was made by Tim Tokarski and seconded by Sue Steketee. A roll call vote was taken: Mary Merchant - Yes, Tim Torkarski - Yes, Susan Steketee - Yes , Mike Reeves - Yes, Keren Fenderson - Yes.

Abby Lewis presented the Family First Coronavirus Response Act Policy and the board discussed it and asked questions. The motion to accept without caps was made by Mary Merchant and seconded by Tim Torkarski. A roll call vote was taken: Mary Merchant - Yes, Tim Torkarski - Yes, Susan Steketee - Yes , Mike Reeves - Yes, Keren Fenderson - Yes.

Abby Lewis presented the Coronavirus Pandemic Operational Resolution and the board discussed it and asked question. The motion to adopt the Resolution was made by Mary Merchant and seconded by Sue Steketee. A roll call vote was taken:

Mary Merchant - Yes, Tim Torkarski - Yes, Susan Steketee - Yes , Mike Reeves - Yes, Keren Fenderson - Yes

Nomination and election of officers:

Mary Merchant nominated Keren Fenderson for Chair which was seconded by Sue Steketee. A roll call vote was taken: Mary Merchant - Yes, Tim Torkarski - Yes, Susan Steketee - Yes , Mike Reeves - Yes, Keren Fenderson - Yes

Mary Merchant nominated Sue Steketee for Vice Chair which was seconded by Keren Fenderson. A roll call vote was taken: Mary Merchant - Yes, Tim Torkarski - Yes, Susan Steketee - Yes, Keren Fenderson - Yes , Mike Reeves - Yes

Mary Merchant nominated Mike Reeves for Treasurer which was seconded by Keren Fenderson. A roll call vote was taken: Mary Merchant - Yes, Tim Torkarski - Yes, Susan Steketee - Yes, Keren Fenderson - Yes , Mike Reeves - Yes

Keren Fenderson nominated Mary Merchant as Secretary which was seconded by Sue Steketee. A roll call vote was taken: Mary Merchant - Yes, Tim Torkarski - Yes, Susan Steketee - Yes, Keren Fenderson - Yes , Mike Reeves - Yes

**Closed Session:**

Pursuant to Section 10-15-1(H)(2) NMSA 1978 Mary Merchant motioned to move into a closed board session which was seconded by Tim Torkarski. A roll call vote was taken: Mary Merchant - Yes, Tim Torkarski - Yes, Susan Steketee - Yes, Keren Fenderson - Yes , Mike Reeves - Yes. Tim Torkarski was recused from the discussion.

The Board returned to Open Session. No votes were taken while in Closed Session and no matters were discussed other than those noticed for Closed Session on the agenda. A motion was made by Mike Reeves to issue a response letter as discussed. It was seconded by Sue Steketee. A roll call vote was taken: Mary Merchant - Yes, Susan Steketee - Yes, Keren Fenderson - Yes , Mike Reeves - Yes, Tim Torkarski - abstained.

**Unfinished Business:**

There was no unfinished business.

**New Business:**

The next meeting of the GC is August 25, 2020 at 5:30 PM at CCCS or to be completed on Microsoft Teams in accordance with to Open Meeting Act Guidance from the NM Attorney General's Office.

**Adjournment:**

The meeting was adjourned at 6:57 pm.

  
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Governance Board Secretary  
Signature

8/28/2020

Date