

Coral Foundation for Excellence in Education

4401 Silver Ave SE

Albuquerque, NM 87108

MINUTES

5-21-19

5:30 pm

Directors Present: Van Eldredge, Janine Erbe-Goff, Amber Jaramillo, Tamara Rodriguez, Phil Turner

Guests Present: Lori Bachman, Carson Bennett, Jim Richardson

Directors Absent: Camille Belden

Executive Director: Julia Weeks

Agenda Item	Presenter	Notes
1.Call to Order & Introductions	Mr. Turner	Meeting called to order at 5:32 pm by P. Turner.
2. Approval of Agenda	Mr. Turner	V. Eldredge motioned to approve, T. Rodriguez seconded, motion carried.
3. Approval of Minutes from 4-24-19	Mr. Turner	A. Jaramillo motioned to approve, V. Eldredge seconded, motion carried.

<p>4. Treasurer's Report</p> <ul style="list-style-type: none"> • Review Bank Statements • Discussion and Action on 3-31-19 Financial Report <p>Discussion and Action on Signer for Bank Account</p> <ul style="list-style-type: none"> • Financial reports unavailable until next meeting 	<p>Mr. Turner</p>	<p>Jan/Feb/Mar statements were reviewed. V. Eldredge moved to approve treasurer's report through March 31. A. Jaramillo seconded, motion carried.</p> <p>V. Eldredge motioned to add Julia Weeks as signer at the time that Ms. Mahoney-Chavez is removed. J. Erbe-Goff seconded, motion carried.</p> <p>April and May statements will be reviewed at June meeting.</p>
<p>5. Executive Director Position</p> <ul style="list-style-type: none"> • Review Job Description • Next Steps for Filling Position 	<p>Mr. Turner</p>	<p>Job posting will be advertised on Foundation website. Using word of mouth also to find candidates. We have already received a letter of interest from Ms. Cisneros.</p> <p>Goal - wrap up by end of June and get new person on board in July.</p>

<p>6. Discussion and Possible Action on Lease</p>	<p>Mr. Turner</p>	<p>We have a modified lease: revised terms to have school responsible for repair and maintenance. E-occupancy maintenance still responsible by foundation. Shifts property taxes to school. Lease effective July 1, 2019. See lease for details.</p> <p>A. Jaramillo Motion to approve new lease, as modified with change in date. J. Erbe-Goff seconded, motion carried.</p> <p>Lease purchase will hopefully be in place by the end of the calendar year.</p>
<p>7. Roof Replacement Discussion</p>	<p>Mr. Turner</p>	<p>Roof replacement - all or part of costs are covered by insurance. Four options were reviewed, along with their associated cost. The recommendation is to go with a “like” replacement fully covered by insurance.</p> <p>T. Rodriguez motioned to approve the shingle roof option (like replacement), V. Eldredge seconded, motion carried.</p> <p>P. Turner motioned to go with lowest cost vendor for stucco repair, V. Eldredge seconded, motion carried.</p> <p>Mr. Richardson will coordinate with school to determine when work will be done for both projects.</p>

<p>8. Golf Tournament Update</p>	<p>Mrs. Erbe-Goff</p>	<p>Still calculating revenue. So far looks on par with last year. We had 87 golfers.</p> <p>Have received feedback from volunteers and committee on improvements for next year. J. Erbe-Goff has created a proposed timeline. We will attempt to follow and modify as appropriate as we go along.</p> <p>Arts and Crafts fair will be the next event. How can we get more shoppers? Can we partner with PTA? Need to start thinking of date options and set before school begins.</p>
<p>9. Future Agenda Items</p> <ul style="list-style-type: none"> • Annual Election of Officers • New Members • Amend By-laws to Shorten Meeting Notice 	<p>Mr. Turner</p>	<p>June agenda items:</p> <ul style="list-style-type: none"> • Hold annual elections of officers • New members: see if still interested and vote if appropriate • Review audit actions and path forward <p>Proposal to shorten meeting notice time to 3 days.</p>
<p>10. New Business</p>	<p>Open</p>	<p>Carson has attended as an interested guest.</p>
<p>11. Set June meeting date</p>	<p>Mr. Turner</p>	<p>Monday June 24th, 5pm. T. Rodriguez motioned to set next meeting date as noted above. A. Jaramillo seconded, motion carried.</p>
<p>12. Adjournment</p>	<p>Mr. Turner</p>	<p>V. Eldredge motioned to adjourn at 6:43pm, A. Jaramillo seconded, motion carried.</p>

