

Coral Foundation for Excellence in Education

4401 Silver Ave SE
Albuquerque, NM 87108

MINUTES

08-24-2021

5:30 pm

(Meeting held via Zoom)

Directors Present : Amber Jaramillo, Leah Woods, Sarah Means, Yamavathi Kona, Jessica Alcala
Guests Present : Lori Bachman
Directors Absent :
Executive Director : Nayamin Cisneros

Agenda Item	Presenter	Notes
1. Call to Order & Introductions	Ms. Jaramillo	Meeting called to order at 5:31 pm by A. Jaramillo.
2. Approval of Agenda	Ms. Jaramillo	S. Means motioned to approve the August 2021 agenda. A. Jaramillo seconded. Motion carried.
3. Approval of Minutes from 07-27-2021	Ms. Jaramillo	A. Jaramillo motioned to approve the minutes. Y. Kona seconded. Motion carried.

<p>4. Treasurer's Report</p> <ul style="list-style-type: none"> ● Review Bank Statements from July ● Discussion and Action on 07-31-21 Financial Report 	<p>Mrs. Woods</p>	<p>L. Woods advised the reconciliation with books and bank matched and were up-to-date. She noted that we still have the AP for the roof of just over 20K (updated: balance is only 15K) this will be paid after golf tourney. All monthly activities accounted for and accurate.</p> <p>A. Jaramillo asked about the audit process, N. Cisneros noted that everything was moving along smoothly thus far.</p> <p>A. Jaramillo motioned to approve the Treasures Report. S. Means seconded. Motion carried.</p>
<p>6. Website and Donation</p>	<p>Ms. Bachman & Ms. Jaramillo</p>	<p>Golf tourney flier is being sent to K. Sanchez to post on website. We also have posts ready for social media. Info will be sent via email.</p>
<p>7. Capital Update</p>	<p>Ms. Bachman</p>	<p>No new updates</p>
<p>8. Golf Tournament Fall/2021</p>	<p>Ms. Jaramillo</p>	<p>A. Jaramillo that the flier was ready to be posted, fliers printed for disbursement, social media posts ready to go and we need to hit the floor running for promo.</p> <p>S. Means was able to go over to Tanoan to view the event space to get a better idea of layout. She took photos and placed them in the event Google drive folder.</p> <p>She reiterated how important it was for everyone to push for gifts, small and larger for raffle, and to get registrations. There is a living document in Google Drive of a list of businesses to reach out to that each person has assigned to them. We need to help, whenever possible throughout the day, to get on the phone and make calls or send emails. S. Means made a cheat sheet to help ease the though the process of cold calling.</p>

		L. Bachman mentioned OPEN HOUSE on September 9 th and asked if we would like to have a table there to promote the tourney. We accepted and will be present.
10. Future Agenda Items	Ms. Jaramillo	None discussed
11. New Business	Open	None discussed
11. Set September Meeting Date	Ms. Jaramillo	A. Jaramillo motioned to set a meeting date for Tuesday, September 28 th 2021 at 5:30 pm. Y. Kona seconded. Motion carried.
12. Adjournment	Ms. Jaramillo	Meeting adjourned at 5:56 pm.