

**Coral Foundation for Excellence in Education**

4401 Silver Ave SE

Albuquerque, NM 87108

**MINUTES**

**8-14-18**

**5:00 pm**

**Directors Present:** Van Eldredge (phone), Janine Goff, Amber Jaramillo, Tamara Rodriguez (phone), Mitch Biersner

**Guests Present:** none

**Directors Absent:** Phil Turner, Mary Wesolowski

**Executive Director:** Kellan Mahoney-Chavez

Agenda Item	Presenter	Notes
1.Call to Order & Introductions	Ms. Goff	Meeting called to order at 5:11 p.m. by J. Goff.
2. Approval of Agenda	Ms. Goff	M. Biersner motioned to approve, A. Jaramillo seconded, motion carried.
3. Approval of Minutes from 7/17/18.	Ms. Goff	A. Jaramillo motioned to approve, J. Goff seconded, motion carried.

<p>4. Treasurer's Report</p> <ul style="list-style-type: none"> <li>Review Bank Statements for May, June, &amp; July</li> </ul>	Mr. Biersner	Mr. Biersner and Ms. Mahoney-Chavez reviewed the statements and began review of the financial policies. Goals for the year were discussed. Mitch and Kellan need to sign the required Foundation paperwork.
5. School Progress Update: Renovations & possible walkthrough	Ms. Bachman	
6. Peg Hurley Removal from Board	Ms. Mahoney-Chavez	M. Biersner motioned to remove Peg Hurley from the board, J. Goff seconded, motion carried.
7. New Signatory Info & Updates to Financial Policies and Procedures	Ms. Mahoney-Chavez	Mr. Turner, Ms. Jaramillo and Ms. Mahoney-Chavez are the new signatories. The Financial Policies will be reviewed. Updates will be proposed at the September meeting. There are several needed updates, such as changing the foundation calendar to match the schools FY.
8. September Foundation Meet and Greet – brainstorm and set date	Ms. Mahoney-Chavez	Want to invite families for an after school Foundation Meet and Greet next month. We will finalize date via email. J. Goff motioned to approve to hold the meet and greet in September with a \$200 budget to provide food, A. Jaramillo seconded, motion carried.
<p>9. Events Report</p> <ul style="list-style-type: none"> <li>2019 Golf Tournament</li> <li>2018 Craft Fair: Set Date &amp; Planning</li> </ul>	Ms. Goff	<p>August 30<sup>th</sup> will be the first golf tournament planning meeting at 3pm. The tournament will be on May 4<sup>th</sup>, 2019. We will do a "May the 4<sup>th</sup> Be With You" theme.</p> <p>The Craft Fair will be held on November 10<sup>th</sup>, 2018 from 10am-4pm. There is a flyer ready. We need a strong advertising effort. Next month we will hold a planning meeting, date (TBD).</p>
10. New Business	Open	No new business.

9. Set September Meeting Date	Ms. Goff	Next meeting set for September 12th at 5pm. J. Goff motioned to approve, T. Rodriguez seconded, motion carried.
10. Adjournment	Ms. Goff	J. Goff motioned to adjourn, T. Rodriguez seconded, motion carried. Meeting adjourned at 5:375pm.