

Coral Foundation for Excellence in Education

4401 Silver Ave SE

Albuquerque, NM 87108

MINUTES

01-27-20

5:00 pm

Directors Present: Amber Jaramillo, Camille Belden, Janine Erbe-Goff, Carson Bennett

Guests Present: Cristal Wilson, Lori Bachman, Brandon Fayne

Director Absent: Phil Turner, Van Eldredge, Tamara Rodriguez

Executive Director: Nayamin Cisneros

| Agenda Item | Presenter | Notes |
|----------------------------------|----------------|--|
| 1. Call to Order & Introductions | Mrs. Erbe-Goff | Meeting called to order at 5:06 p.m. by Ms. Erbe-Goff. |
| 2. Approval of Agenda | Mrs. Erbe-Goff | C. Belden motioned to approve the agenda with the change of “presenter” to Ms. Erbe-Goff on items #1-3, 6,12,14-15. C. Bennett seconded, motion carried. |

| | | |
|---|----------------|--|
| 3. Approval of Minutes from 11-25-19 | Mrs. Erbe Goff | J Erbe-Goff motioned to approve the minutes from 11-25-19. C. Belden seconded, motion carried. |
| 4. Treasurer's Report <ul style="list-style-type: none"> ● Review Bank Statements from November and December ● Discussion and Action on 12-31-19 Financial Report | Mr. Bennett | C. Bennett motioned to approve the treasures report with change to "Discussion and Action" to read "on cumulative reports from November/December 2019" and removing "12-31-19". A. Jaramillo seconded, motion carried. C. Bennett addressed overdraft fees in the bank statement and clarified it was due to the fact that the check from the school had not cleared yet. C. Bennett recommended leaving a full month of operating fees in checking out each month. Board agreed that we will do this moving forward. Issue resolved. |
| 5. Review Foundation Budget Development 2020 | Mr. Bennett | C. Bennett will submit a 6-month budget draft via email to the board for review. Vote has been postponed to the February 2020 board meeting. A request will be made to P. Turner to update the Actual vs. Budget chart from previous year. |
| 6. Nominations and Election of Officers | Mrs. Erbe-Goff | J. Erbe-Goff motioned to nominate Amber Jaramillo as Foundation President. C. Bennett seconded, motion of vote carried. |

| | | |
|--------------------------|--------------------|---|
| | | <p>C. Bennett motioned to nominate Janine Erbe-Goff as Vice President. A. Jaramillo seconded, motion of vote carried.</p> <p>C. Bennett motioned to nominate Tamara Rodriguez as Secretary. J. Erbe-Goff seconded, motion of vote carried.</p> |
| <p>7. Capital Source</p> | <p>Ms. Bachman</p> | <p>B. Fayne (Allied Tech/CCCS IT) presented the issues currently experienced with the schools server as it is almost at the end of its life and is in serious need of an upgrade. He noted that our school is very tech dependent and we are continuing to grow. All of the schools testing is currently computer driven and we recently added 60+ Chromebooks and we need a robust server to accommodate the needs of our students. The server upgrade quoted will cost approximately \$7K.</p> <p>C. Wilson mentioned that the students weren't able to complete testing the week prior due to server overload.</p> <p>It was also acknowledged that the phone system runs off of the lowest level of what can make it function and is in desperate need of an upgrade. The phones are constantly dropping calls.</p> |

| | | |
|--|----------------|---|
| | | <p>B. Fayne proposed a system upgrade that will carry the school in the next several years. The cost is quoted at \$6700, which will include individual handsets.</p> <p>It was also noted that the school heavily relies on the “cloud” and server and that we will also require an increase in internet speed.</p> <p>L. Bachman noted that this is a special request and is not normal “repair/maintenance”.</p> <p>C. Bennett motioned that we approve request for a server upgrade at \$7K and a phone system upgrade at \$6700. C. Belden seconded, motion carried.</p> |
| 8. Roof Replacement Update | Ms. Bachman | L. Bachman noted that the roof replacement will take place the day after Memorial Day. |
| 9. Golf Tournament 2020 planning <ul style="list-style-type: none"> ● 2020 sponsor flyer ● Monthly action item checklist | Mrs. Erbe-Goff | J. Erbe-Goff gave an update for the May 2, 2020 golf tournament. The event registration app, Event Caddy, is almost ready to go live. The save-the-date is coming soon. This year's theme is “Caddyshack”. The draft for the sponsorship flyer will be ready in a few days for the board to distribute. Our goal is \$30K revenue, \$10k in expenses. We will continue posting on CCCS website, FB and Bloomz app. |

| | | |
|---------------------------------|----------------|---|
| | | L. Bachman will reach out to CCCS staff to help find auction items at the next teacher collaboration meeting. |
| 10.Craft Fair | Mrs. Erbe-Goff | J. Erbe-Goff gave an update to the revenue received from the craft show in December and we raised \$1500 in revenue. We will do this event again in 2020. |
| 11.Update on Grant Applications | Mr. Bennett | No updates |
| 12.Future Agenda Items: | Mrs. Erbe-Goff | None |
| 13.New Business: | Open | None |
| 14.Set February Meeting Date | Mrs. Erbe-Goff | A. Jaramillo motioned to board to hold the next board meeting at 5:00 p.m. on March 26, 2020. C. Bennett seconded, motion carried. |
| 15.Adjournment | Mrs. Erbe-Goff | A. Jaramillo motioned to adjourn at 6:26 p.m. C. Belden seconded, motion carried. |

CFEE Purpose (from bylaws):

The purpose for which this foundation has been chartered is the rendering of support and sustenance to the Coral Community Charter School. Implementation of the foundation's purpose will include, but not be limited to: the

planning, design, acquisition and improvement of real and personal property for the use and benefit of Coral Community Charter School, or of Coral Foundation For Excellence In Education itself; the mortgaging or lease-purchasing thereof, or the utilization of such other lawful financing mechanisms as may be deemed fiscally prudent; the leasing thereof to Coral Community Charter School and the leasing thereof to Coral Community Charter School supporting and Coral Community Charter School affiliated entities.

Coral Community Charter School Mission

Coral Community Charter School is dedicated to providing:

- Single-gender classes*
- Quality instruction*
- Individualization*
- Family/community involvement*