

**Coral Foundation for Excellence in Education**

4401 Silver Ave SE

Albuquerque, NM 87108

**MINUTES**

**11-20-18**

**5:30 pm**

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

**Guests Present: Lori Bachman**

**Directors Absent: Mary Wesolowski**

**Executive Director: Kellan Mahoney-Chavez**

Agenda Item	Presenter	Notes
1.Call to Order & Introductions	Mr. Turner	Meeting called to order at 5:37pm by P. Turner.
2. Approval of Agenda	Mr. Turner	J. Goff motioned to approve with noted modifications, A. Jaramillo seconded, motion carried.  Modifications: Item 5 does not include a vote, informational only. Add item 12: Set Budget Planning Dates Original Item 12 now becomes Item 13.

3. Approval of Minutes from 10-17-18.	Mr. Turner	A. Jaramillo motioned to approve, V. Eldredge seconded, motion carried.
4. Treasurer's Report <ul style="list-style-type: none"> <li>Review Bank Statements for August</li> </ul>	Mr. Biersner	<p>A discrepancy was found between the bank statement and the balance sheet. The assumption is that the bank statement is correct and the balance sheet needs updated to reflect the correct bank ending balance. K. Mahoney-Chavez will discuss this with Barbara to fix the discrepancy and attempt to identify why it occurred. She will also discuss, with Barbara, the possibility of putting the majority of funds in savings in order to ear more interest.</p> <p>T. Rodriguez motioned to approve the financial statements given the discrepancy gets corrected. V. Eldredge seconded, motion carried.</p> <p>T. Rodriguez motioned to add "Set Budget Planning Dates" to agenda. M. Biersner seconded, motion carried. Agenda approval included this modification.</p>
5. Craft Fair Recap	Ms. Goff	Craft fair was a success. Profit looks like it will be between \$1400-\$1500. Next year's fair should be shorter in length.
6. Audit Findings and Information	Ms. Mahoney-Chavez	The findings were reviewed and the identified corrective actions will be implemented.
7. Golf Tournament Update	Ms. Goff	<p>We now have a \$5000 title sponsor. Event Caddy is in the process of getting set up.</p> <p>We will postpone the vote on budget for next year's tournament.</p>
8. Removal of Board Member M. Wesolowski.	Mr. Turner	V. Eldredge motioned to remove Ms. Mary Wesolowski from the Board. J. Goff seconded, motion carried.
9. Facility Master Plan Update	Ms. Bachman	There is a new template that is being filled out. The GC will review and approve the plan on Dec. 18 <sup>th</sup> . P. Turner will review the plan and associated documents, and provide input to L. Bachman before the 18 <sup>th</sup> .

10. New Business	Open	J. Goff will invite Camille Belden to the December meeting to gauge her interest in joining the board.
11. Set December Meeting Date	Mr. Turner	Next meeting set for December 12 <sup>th</sup> at 5:30pm. T. Rodriguez motioned to approve, V. Eldredge seconded, motion carried.
12. Set Budget Planning Dates	Mr. Turner	Meeting set for November 28 <sup>th</sup> at 5:30pm (attendees will be P. Turner, M. Biersner, K. Mahoney-Chavez). Board members may send input P. Turner prior to meeting.
13. Adjournment	Mr. Turner	V. Eldredge motioned to adjourn, J. Goff seconded, motion carried. Meeting adjourned at 6:39pm.