

**Coral Foundation for Excellence in Education**

4401 Silver Ave SE

Albuquerque, NM 87108

**MINUTES**

**03-25-2020**

**5:00 pm**

**(meeting held exclusively via phone)**

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

**Guests Present: Lori Bachman, Cristal Wilson, Leah Woods, Paige Chavez**

**Directors Absent: Van Eldredge**

**Executive Director: Nayamin Cisneros**

Agenda Item	Presenter	Notes
1.Call to Order & Introductions	Ms. Erbe-Goff (for Ms. Jaramillo until she could join the call)	Meeting called to order at 5:10 pm by J. Erbe-Goff.

<p>2. Approval of Agenda</p>	<p>Ms. Erbe-Goff (for Ms. Jaramillo until she could join the call)</p>	<p>P. Turner motioned to approve. T. Rodriguez seconded, motion carried.</p>
<p>3. Approval of Minutes from 02/26/20</p>	<p>Ms. Erbe-Goff (for Ms. Jaramillo until she could join the call)</p>	<p>T. Rodriguez motioned to approve the minutes with the modification noted below. J. Erbe-Goff seconded, motion carried.</p> <p>Remove Ms. Erbe-Goff as listed as a presenter for item #7, board member recruitment.</p>
<p>4. Treasurer's Report</p> <ul style="list-style-type: none"> <li>• Review Bank Statements from February</li> <li>• Discussion and Action on 02-29-20 Financial Report</li> </ul>	<p>Ms. Jaramillo</p>	<p>Concerns were addressed last meeting.</p> <p>T. Rodriguez motioned to approve the Treasurer's report. J. Erbe-Goff seconded, motion carried.</p>
<p>5. Nomination and Election of New Members</p>	<p>Ms. Jaramillo</p>	<p>A. Jaramillo motioned to move forward with the election of new members L. Woods and P. Chavez. T. Rodriguez seconded, motion carried.</p>

6. Nomination and Election of Treasurer	Ms. Jaramillo	J. Erbe-Goff motioned to nominate and elect L. Woods as treasurer. A. Jaramillo seconded, motion carried.
7. Corona Virus and School Closure Update	Ms. Bachman	<p>Ms. Bachman has been in many meetings concerning the effects of the current situation.</p> <p>School will begin taking over payment of property taxes to alleviate the foundation budget.</p> <p>Ms. Bachman, Ms. Cisneros, and Ms. Dodge have been working to reduce expenses.</p> <p>Expected timeframe to get lease to purchase in place is by the end of fiscal year, June 30.</p>
8. Capital Needs Update	Ms. Bachman	Very limited needs given the current situation.
9. Golf Tournament 2020 Planning	Ms. Erbe-Goff	<p>The tournament has been placed on hold. Sponsors (paid and not paid) and paid players have been contacted. Sponsors and players have the option for a refund, donate their payment to the school, or to keep and put towards the rescheduled tournament. So far no one has asked for money back. The foundation has collected almost \$7000 to date.</p> <p>The foundation has already incurred some expenses (event caddy, t-shirts), however, any further expenses are on hold until the reschedule.</p> <p>Oct 17<sup>th</sup> is a possible date and is being held by Arroyo del Oso.</p>

10. Future Agenda Items	Ms. Jaramillo	Review and vote on budget changes.
11. New Business	Open	<p>CCCS family needs- Ms. Wilson is coordinating and foundation can go through her to engage.</p> <p>The foundation could support remote access of students if needed.</p> <p>Budget was updated to reflect changes for the remainder of the FY due to the current situation. The review and vote on this budget will be an agenda item for next month.</p> <p>Ms. Cisneros and Ms. Jaramillo will work on how to get Ms. Cisneros her monthly payment. P. Turner motioned to allow bill payment through the bank to Ms. Cisneros, Ms. Jaramillo seconded, motion carried.</p>
12. Set April Meeting Date	Ms. Jaramillo	A. Jaramillo, motioned to set meeting date for Wednesday, April 29 <sup>th</sup> at 5pm. P. Turner seconded, motion carried.
13. Adjournment	Ms. Jaramillo	Meeting adjourned at 5:57pm.