

Coral Foundation for Excellence in Education

4401 Silver Ave SE

Albuquerque, NM 87108

MINUTES

05-11-2021

5:00 pm

(meeting held via Zoom)

Directors Present: Amber Jaramillo, Leah Woods, Jessica Alcala, Elaine Landon, Sarah Means, Yamavathi Kona

Guests Present:

Directors Absent:

Executive Director: Nayamin Cisneros

Agenda Item	Presenter	Notes
1. Call to Order & Introductions	A. Jaramillo	Meeting called to order at 5:00 pm by A. Jaramillo.
2. Approval of Agenda	A. Jaramillo	S. Means motioned to approve the April 2021 agenda. Leah Woods seconded. Motion carried.
3. Approval of Minutes from 04-16-2021	A. Jaramillo	L. Woods motioned to approve the minutes. Elaine Landon seconded. Motion carried.

<p>4. Treasurer's Report of March 2021</p>	<p>L. Woods</p>	<p>Leah Woods provided an update on the financials. While comparing bank checking account and QuickBooks, she mentioned they have a significant difference of \$15000. It was confirmed that was the payment made for the roof as the Bookkeeper recorded the payment in March to make it aware in the month of April. Checking account is at \$9092, savings and money market are matching. Checks from March to Bookkeeper and Drop box were cleared. The current account payable is ~\$20000 left for the roof payment, Nayamin confirmed it. Planning to pay roof balance off by Fall.</p> <p>A. Jaramillo says she drafted a payment agreement letter to CCCS to pay balance by November 30th 2021. A payment of \$15000 has been made and then rest will be paid by before November 30th, mentioning that the Golf Tournament money would be used to pay it.</p> <p>A. Jaramillo motioned to approve March 2021 treasure report. S. Means seconded. Motion carried</p>
<p>5. Website and Donation</p>	<p>A. Jaramillo</p>	<p>A. Jaramillo informed that there is information on the Coral Foundation page and Instagram posts regarding donation opportunities. We will be moving forward with the Golf Tournament as a fundraising plan. More info to following Fundraising Plan.</p> <p>A. Jaramillo mentioned that S. Means has taken the lead regarding grant opportunities. She has prepared a spreadsheet that included grant amount, deadlines etc. Once everything is consolidated, she will share it with everyone, thanked her for doing all the detailing.</p>
<p>6. Capital Update</p>	<p>L. Bachman</p>	<p>N/A</p>
<p>7. Fundraising Plan for 2020-2021</p>	<p>A. Jaramillo</p>	<p>A. Jaramillo said that we will be moving forward with the Golf Tournament this fall. We are currently looking at a MONDAY as it will be at Tanoan Golf Club and that is the only day of the week they host tournaments. We have</p>

		<p>reached out and requested October 18th – standing by for confirmation of availability.</p> <p>We will need a lot of support from parents and the Foundation board to be successful at hosting this as we will not have the onsite support from the teachers as we have in past years. L. Bachman did previously assure that the teachers could help in pre-planning (bag stuffing, door prize solicitation, etc.).</p> <p>The fundraising goal is to clear the debt of \$20000 for roof repairs using bank balance amount, money raised through the events and donations. She is hoping there would be some savings would be left.</p> <p>A. Jaramillo will research previous golf tournament and share information with the board prior to the next meeting for review.</p> <p>A commitment from the board to be available on the day-of the tournament is extra important (a Monday).</p>
8. Future Agenda Items	A. Jaramillo	S. Means suggested inviting Janine Goff to the next meeting if available, and offered to create questions to pass along to Janine before the meeting as she has run the golf tournament the last several years. A. Jaramillo will reach out to see if she is available.
9. New Business	Open	N/A
10. Set May Meeting Date	A. Jaramillo	A. Jaramillo motioned to set the next foundation meeting date for Tuesday, May 25th 2021 at 5:30 pm. J. Alcala seconded. Motion carried.
11. Adjournment	A. Jaramillo	Meeting adjourned at 5:17 pm.