

Approved RIO GRANDE ACADEMY OF FINE ARTS GOVERNING
BOARD MEETING MINUTES

August 15, 2023

GOVERNING BOARD MEMBERS

Kathy McClendon, President

Dr. Susan McConnell, Vice President

Lee Baldwin, Treasurer

Dr. Jenn Peña, Secretary

Christine Mya-San

Amer Child

Mary Ellen Dannenberg

Dana Flores

AGENDA

A. WELCOME AND CALL TO ORDER by Kathy McClendon, President, at 6:54PM

B. ROLL CALL of Board Members & Welcome Staff and Guests **Dr. Jenn Peña**

- a. Kathy McClendon, President- present
- b. Dr. Susan McConnell, Vice President- present
- c. Lee Baldwin, Treasurer- not present
- d. Dr. Jenn Peña, Secretary- present
- e. Christine Mya-San- not present
- f. Amer Child- present
- g. Mary Ellen Dannenberg- not present
- h. Dana Flores- present
- i. Jordan Franco
- j. Michele Platis, founder,
- k. Rebekah Runyan, business manager
- l. Dan Hill, attorney

C. Motion to adopt the agenda

- a. Motion by Susan McConnell, seconded by Dana Flores
- b. Unanimously approved

D. Pledge of Allegiance

All Invited

E. Motion to approve minutes Special Meeting June 27, 2023

- a. Motion by Amer Child, seconded by Jenn Peña
- b. Unanimously approved

F. Motion to approve minutes Board Meeting July 18, 2023

- a. Motion by Dana Flores, seconded by Amer Child
- b. Unanimously approved

G. FINANCIALS

a. Motion to approve Monthly Financial Report (June 2023, end-of-fiscal-year)

- i. Motion by Amer Child, seconded by Susan McConnell
- ii. Discussion of report, presented by Rebekah Runyan
- iii. Unanimously approved

b. Motion to approve Monthly Financial Report (July 2023)

- i. Motion by Kathy McClendon, seconded by Jenn Peña
- ii. Discussion of report, presented by Rebekah Runyan
- iii. First SEG payment received in July
- iv. Budget shows low because of staff hiring that happened after July 31. More has now been encumbered.
- v. Increased estimated expenditures in instruction and instructional support (40%)

vi. Motion to approve BAR's (collectively)

- 1. 2324-0002-I Daniel's Fund rollover - \$30,879 - added to budget for instructional supplies and materials

- vii. Unanimously approved

H. INSTRUCTIONAL and OPERATIONS

RioGAFA Directors

a. Topics to Consider

- i. Directors' Report** - no data yet, but will start next month. Increased contracts with cleaning and lunch due to increased enrollment.
- ii. Staffing**- 19 staff, doubled from last year!
- iii. Students** - 140 students, students are still enrolling- doubled from last year!

I. GOVERNANCE

a. Motion to approve 2023-002 OMA Document

- i. Motion by Susan McConnell, seconded by Amer Child
- ii. Review of OMA document
- iii. Unanimously approved

b. Motion to approve Contract with Kelly Callahan

- i. Motion by Kathy McClendon, seconded by Susan McConnell
- ii. Review of contract, discussion of the practicality and usefulness of Kelly's support
- iii. Board would like to revise contract to pay the first half in December and the second half in June, in order to stay inline with school budget requirements.
- iv. Amended motion to work with Kelly Callahan and PCSNM in alignment with provided scope of work, but adjust billing to December and June.
- v. Unanimously approved

c. Review bylaws and consider any amendments for a future meeting

- i. Deferred to later meeting if needed
- ii. Reminder from Dr. McConnell: any board member can and should review the bylaws at any time

d. Notice letter from M. D., by President Kathy McClendon

- i. Possible new Board member has been meeting with Dr. McConnell, will be brought up at a later date

e. Documents Notice (if needed)

President

- i. Related Party Questionnaire

Directors

J. DIRECTORS' COMMENTS

- a. None at this time

K. GOVERNING BOARD COMMENTS

Governing Board

- a. NEXT Scheduled Meeting September 19, 2023
- b. Recommendation by Dr. McConnell for a facilities committee on the Board
- c. **ADJOURNMENT at 7:54PM by President Kathy McClendon**

Compiled and submitted by Dr. Jenn Peña, Secretary

Approved 9/19/2023