

Aztec Downtown Association

Board of Directors Meeting Minutes

Date: Thursday, August 14, 2025

Location: Aztec Wellness, Aztec, New Mexico

- Call to Order: 5:30 PM by Joan Monninger

Board Members Present:

- Robin Kelly
- Joan Monninger
- Lorrie Lawrence
- Will Ann Thomas
- Misty DiCamillo (via telephone)

Board Members Absent

- Jake Armenta

Approval of Previous Minutes:

The minutes from the June 2025 meeting were unavailable. The Secretary, Robin Kelly, will locate and present them at the next regular meeting for approval.

Guests

- Karen Lupton
- Katie Scott Moss

Guest Presentation:

Katie Scott Moss addressed the board regarding the Aztec Theater and discussed potential involvement of Theater Ensemble Arts in assisting with restoration efforts.

Unfinished Business:

Update on IRS Status

Joan Monninger presented IRS documents necessary for establishing a bank account for the Association. She recommended Citizens Bank, Aztec, NM.

Per the Financial Controls and Management Policy, the authorized check signers will be the President, Vice President, and Treasurer.

MOTION: Misty DiCamillo moved to open a checking account at Citizens Bank with the following signers:

- President: Joan Monninger
- Vice President: Lorrie Lawrence
- Treasurer: Misty DiCamillo

Second: Lorrie Lawrence

VOTE: Motion carried unanimously.

Update on Organization Documents – Work Session July 9, 2025

Robin Kelly reviewed documents provided by Karen Lupton and incorporated updates from the July 2025 workshop. With no further edits from the board, Robin updated all documents to comply with City of Aztec Ordinances, San Juan County Ordinances, and State of New Mexico laws.

A reference library of books and URLs was added to the Financial Controls and Management Policy. The completed PDF was posted to www.AztecMainStreet.org for board access, and members were notified by email.

Document Distribution Policy Discussion:

- Completed documents may be posted on www.AztecMainStreet.org for public distribution.
- Private documents may be posted if the account is upgraded to a premium plan (\$119.88 first year; \$203.88 annually thereafter).
- Lorrie Lawrence created a Google Docs account for documents in editing; shared with all members except Robin Kelly and Andrew DiCamillo (no Gmail accounts).
- Robin Kelly: RobinsJoyride@gmail.com
- Andrew DiCamillo: Andrewgbdc@gmail.com

Update and Approval – MainStreet Scope of Work

Joan Monninger distributed a letter from New Mexico MainStreet regarding the FY25 Frontier and Rural Communities Initiative – City of Aztec Scope of Work for the Historic Aztec Theater Redevelopment Project.

MOTION: Robin Kelly moved to authorize Joan Monninger and Andrew DiCamillo to sign the letter of agreement between the Aztec Downtown Association and New Mexico MainStreet defining the scope of work and project priorities.

Second: Will Ann Thomas

VOTE: Motion carried unanimously.

Scheduling and Stakeholder Discussion:

The board discussed hosting Amy Barnhart of New Mexico MainStreet between September 23–25, 2025. The final agenda will be set based on her availability. The board brainstormed potential stakeholders to invite:

- Tico Time
- 550 Brewery
- Barefoot Bikes
- Autum Van Flow
- Stephine Clemens
- Mike Dutka
- The Forge
- Northwestern NM Arts Council
- Theater Ensemble Arts
- San Juan College Theater Department
- Tweedie Blanchett

Aztec Chamber of Commerce Fall Festival and Street Fair:

Joan Monninger informed the board of the upcoming event. The board agreed to participate with the theme 'Save The Aztec Theater' and discussed the following ideas:

- Display a 'Save the Aztec Theater' sign
- Offer popcorn
- Use Square to accept donations

Next Workshop

Whiteboard Meeting to discuss division of responsibilities and labor

Next Meeting:

The board was unable to set a date for the next meeting due to scheduling conflicts. Andrew DiCamillo will determine the date and inform the board. Misty DiCamillo will coordinate with Andrew.

The board discussed and decided to move board meetings moved to 2nd Wednesday of the month going forward.

Adjournment:

The meeting adjourned at 8:15 PM.

President: Joan Monninger

Secretary: Robin Kelly