



Minutes of the
GOVERNING COUNCIL MEETING
Thursday, September 17, 2019 - 5:00 pm
ABQ Charter Academy
405 Dr. Martin Luther King Jr. Blvd. NE
Albuquerque, NM 87102

Council Members Present:

John Rodarte, President
Dr. Evalynne Hunemuller, Vice President
Jacob Kennedy, Treasurer (arrived at 5:17pm)
Dr. Rhonda Seidenwurm, Secretary

ABQCA Guests:

Erik Bose, Executive Director
Sean Fry, Business Manager
Amy Roble, Principal
Deb Moya, Asst. Principal/Dir. Special Services

Council Members Not Present: Chandra McCray, Member
Minutes: Andrea Kepple, ABQCA Exec. Assistant/STARS Coord.

I. CALL MEETING TO ORDER

The meeting was called to order at 5:07 pm by President Rodarte.
Council members present were provided with laptops and access to all meeting documents in either electronic or hardcopy format. Documents were also emailed to members prior to the meeting.

II. OPENING ACTIVITIES

A. Approval of September 17, 2019 Agenda

President Rodarte asked for a motion on the agenda. Dr. Seidenwurm made a motion to approve. Dr. Hunemuller seconded the motion. There was no further discussion. The motion carried unanimously.

B. Approval of August 20, 2019 Minutes

President Rodarte asked for a motion on the minutes. Dr. Hunemuller made a motion to approve. Mr. Kennedy seconded the motion. There was no further discussion. The motion carried unanimously.

III. FINANCE COMMITTEE REPORT

A. Business Manager Report – Sean Fry

The August 2019 Financial Statements and Check Register were distributed electronically to the council prior to the meeting.

1. Mr. Fry gave a review of the school's cash balances by fund. The percentage of flow through funds that have been expensed and (Committed) through the end of August 2019 are:

- Title I ESEA – 37.44% (98.67%)
- IDEA-B Entitlement – 16.91% (101.89%)
- English Language Acquisition – 0% (0%)
- Title II Teacher/Principal Training & Recruiting – 90.53% (91.26%)
- Title I CSI– 36.73% (102.42%)
- G.O. Bond Student Library – 0% (0%)
- 2019 GAA Library – 0% (11.66%)

2. Highlights from the Check Register for August 2019: (sent electronically for review)

At a glance –The nonrecurring transactions by category are:

- Curriculum/Program Related: None
- Travel/PD Expenditures:
 - 8/8/19 #9482 to Amanda Glantz for Just Add Arts Conference FINAL Reimbursement -\$447.59
 - 08/29/19: #9506 to Amelia Garcia for Search Institute FINAL Reimburse - \$962.02
 - 08/29/19: #9507 to Deborah Moya for Search Institute FINAL Reimburse - \$1,021.35
 - 08/29/19: #9509 to Sandra Roth for Search Institute FINAL Reimburse - \$1,326.05



08/29/19: #9510 to Kelly Shelton for Search Institute FINAL Reimburse - \$1,326.05

- Facility Maintenance Expenditures:
8/27/19 #9504 to RM405 for 2nd Floor Expansion - \$61,648.67
- Other One-Time/Infrequent Expenditures of Note:
08/01/19: #9477 to Lotterease for FY20 Lottery Mgmt. Software - \$1,050.00
- Voided Checks: None

3. Other Items for Discussion

- Finance Committee met September 12, 2019 and reviewed August 2019 Financial activity.
- Audit exit is scheduled for Monday September 23 at 10:05am. Dr. Seidenwurm said she would attend.
- The Business Office Assistant resigned. Her last day was September 13th.

B. Approval of Cash Disbursements for August 2019

President Rodarte asked for a motion on the August 2019 cash disbursements. Dr. Hunemuller made a motion to approve. Dr. Seidenwurm seconded the motion. There was no further discussion. The motion carried unanimously.

C. Approval of Obsolete Asset Disposal/Disposition

President Rodarte asked for a motion on the current list of obsolete assets. Dr. Hunemuller made a motion to approve. Mr. Kennedy seconded the motion. There was no further discussion. The motion carried unanimously. Council provided signatures where needed.

D. Approval of BAR 1920-31600-0005 – Increase

President Rodarte asked for a motion on the BAR. Mr. Kennedy made a motion to approve. Dr. Seidenwurm seconded the motion. There was no further discussion. The motion carried unanimously.

IV. EXECUTIVE DIRECTOR REPORT

A. Highlights from Executive Director's Report:

Scholars

- We currently have 1 graduate and another almost finished
- Lotterease will be up and running before the next enrollment group

Politics

- Our Site Safety Plan was turned in to APS yesterday
- APS site visit is scheduled for October 2nd – Dr. Seidenwurm or Dr. Hunemuller will attend

ABQCA

- Community School Grant application was submitted yesterday
- Open House/Family Night is scheduled for September 24th

Building

- Still planning for future expansion – we may have a potential buyer
- We are adding cleaning of the easement to our contract with Heads-up

V. PUBLIC COMMENT

There were no public comments.

VI. ANNOUNCEMENTS

The next ABQCA Governing Council monthly meeting scheduled for Tuesday, October 15, 2019 has been rescheduled to **Tuesday, October 22nd** at 5:00 pm.

VII. MEETING ADJOURNED

President Rodarte asked for a motion to adjourn the meeting. Dr. Hunemuller made such motion. Dr. Seidenwurm seconded the motion. The motion carried unanimously. President Rodarte adjourned the meeting at 5:56 pm.