DRAFT

New Mexico Academy for the Media Arts
4401 Central Ave NE, Albuquerque, NM 87108
Governing Council Regular Meeting Minutes
August 12, 2025 12:00 PM
In-person and Zoom Meeting

Quorum Call

The meeting was called to order at 12:01 PM August 12, 2025. Governing Councilmembers in attendance were: Eddie Tafoya, Carolyn Carlson, Malinda Menke, Channing Concho, and Kendra Toth. Also in attendance were: Executive Director Chris Jones, Business Manager Ashley Wolfel, Media Coordinator Anthony Conforti, Student Representative Taihg McCabe, Parent Bryn McCabe and CTE Building owner Gerald Langraf.

Approval of Amending of Agenda

Governing Council President Carlson asked for a motion to approve the amended agenda. Menke motioned to approve, Concho seconded the motion. Carlson called a roll call vote and it was approved unanimously.

Approval of the Minutes

Carlson called for a motion to approve the amended July minutes. Tafoya motioned to approve, Menke seconded the motion. A roll call vote was called alphabetically and the minutes were approved unanimously.

Business Manager's Report

Wolfel presented the bank account register, showing the withdrawals made during the last month, saying she wanted to make sure invoices were paid in time.

Wolfel explained that the bank balance per the bank was $617,358, and minus an outstanding check, the expected GL balance was $586,109.

Wolfel said we have a little bit of money in instructional materials and that HB33 was carried over with a balance of about $137,000, we have $74,000 in SB9 Local, and SB9 State Cash Match, we carried over $21,000.

Wolfel said she sent out a DocuSign for the audit that all the board members should sign at their convenience.

Executive Director's Report

Executive Director Chris Jones explained the school's enrollment is currently at 137 students, up 17 students from last year, and that our projection for this year was 120 students.

Jones explained that we're currently at a total of 19 staff members. He said we have a couple of urgent vacancies, one for a special education teacher or a case manager, IEP specialist.

Jones explained that he had no purchasing agreements to present to the board this month, but listed a few of his goals: smart boards in classrooms, additional Chromebooks, and some iPad bundles.

Executive Director's Action Items

Jones explained that he was seeking approval for a total of $222,423.84 for CES Ancillary Services including: a diagnostician, an occupational therapist, and a speech and language pathologist.

Carlson asked for a motion to approve the CES Ancillary Services contract. Toth moved to approve the contract. Menke seconded the motion. Carlson conducted a roll call vote. The motion passed unanimously.

Executive Director's Consent Agenda

Carlson listed the items on the consent agenda: the McKinney-Vento Dispute Resolution Policy, the Dress Code Policy, the Student Wireless Communication Devices Policy, the Grade Change Policy, the Title IX Sexual Harassment Policy, and the Artificial Intelligence Policy.

Carlson asked for a motion to approve the consent agenda. Concho moved to approve the policies on the consent agenda. Menke seconded the motion. The motion passed unanimously.

Other Action Items

The Lease Purchase Agreement for the front part of the CTE building was tabled, because we are waiting on the award letter for the e-occupancy to come back. Carlson said hopefully we will get it back soon, and if so, she will set up a special meeting to approve it.

1. **Lobbying Contract**

Carlson explained that we have two lobbying contracts on the table right now. One is from the Romero Group, which is who we've had for the last couple of years, and the second one is from the Robert Apodaca Group.

Carlson asked for a motion to approve a lobbying contract with the Robert Apodaca Group. Menke made a motion to approve the contract with the Apodaca Group. Concho seconded the motion. Carlson called a roll call vote. The motion passed unanimously.

2. **Change of Meeting Times**

Carlson explained that the meeting date and time needed to be changed from the second Tuesday at 10 a.m. to the second Tuesday at 12 p.m. She asked for a motion. Toth moved to approve the change of meeting time. Tafoya seconded the motion. Carlson called a roll call vote. It was passed unanimously.

3. **Executive Director’s Spending Threshold**

Carlson explained that they wanted to change the bylaws to increase the executive director's spending threshold.

Carlson asked for a motion to increase the executive director's spending threshold from $15,000 to $25,000 for facilities. Toth motioned to approve the increase. Tafoya seconded the motion. Carlson called a roll call vote. The motion passed unanimously.

4. **Annual Resolution**

Carlson asked for a motion to approve the annual resolution which has to be filed every year. Concho moved to approve the resolution. Menke seconded the motion. Carlson called a roll call vote. The motion passed unanimously.

5. **Conflict of Interest Disclosures**

Carlson moved on to the conflict of interest disclosure that all board members are required to file and asked for a motion to approve them. Menke made a motion to approve the disclosures. Toth seconded the motion. Carlson called a roll call vote. The motion passed unanimously, with everyone voting in the affirmative.

Student Representative Report

Carlson explained that our student representative, Taihg McCabe has been working on the student survey with Mr. Jones. She asked him if he had anything to report.

McCabe replied that he had had suggestions to put the breakfast and lunch menus on the website, and a few people have been wondering if the school could eventually get a music teacher.

Carlson adjourned the meeting at 1:15 PM.