



Retreat Governing Board Meeting Minutes  
November 30, 2022, 5:00 pm  
1900 Randolph Rd. SE Albuquerque, New Mexico 87106

I. Call to Order– Meeting called to order at 1740 by GC President G. Ramirez.

a. Roll Call

- Board Member: Italia Aranda - Present
- Board Member: Yadira Agüero - Present
- Board Member: Frances K. Bushnell-Lopez - Present
- Board Member: Leigh Caswell - Present
- Board Member - Christopher Gavaldon - Present
- Board Member: Lenaya Montoya - Present
- Board Member: Christina O'Connell - Present
- Board Member: Gilbert Ramirez - Present

II. Vote to approve Agenda - GC member F.K. Bushnell-Lopez makes a motion to approve the agenda for today's meeting as presented to the board, GC board member Y. Agüero seconds motion. Agenda for today is approved unanimously.

III. Vote to approve Special GC Meeting Minutes 11/9/22 - minutes for GC Special Meeting that took place on 11/9/2022 were reviewed by council members. GC board member F.K. Bushnell-Lopez makes a motion to approve minutes as presented and GC board member Y. Agüero seconds motion. Motion passes unanimously.

IV. Action Items

a. Discussion and possible action on Finance Reports - HLHS's business manager, J. Jaramillo, gives an overview of the school's financial reports for the month of October 2022. The school's business manager explains that next month will reflect a large expenditure as the purchase for the new school building was made. The school is in alignment with projected expenditures and income for this time of year. GC president G. Ramirez makes a motion to approve financial reports as presented today and L Montoya seconds motion.

b. Discussion and possible action on Accounts Payable Check listing – Vouchers for month of October 2022 are presented and expenditures over \$5000 have been highlighted for easy review. GC president G. Ramirez makes a motion to approve financial vouchers as presented and GC member L. Montoya seconds motion and passes unanimously.

c. Discussion and possible action to approve BARS – HLHS's business manager, J. Jaramillo presents fourteen BARS for approval today: 2223-0012-I, 2223-0013-IB, 2223-0014-I, 2223-0015-D, 2223-0016-IB, 2223-0017-M, 2223-0018-T, 2223-0019-T, 2223-0020-M, 2223-0021-M, 2223-0022-M, 2223-0023-IB, 2223-0024-M, 2223-0025-IB. GC president G. Ramirez makes motion

to approve BARS as presented today and GC board member L. Caswell seconds motion and passes unanimously.

d. Discussion and possible action on Board Elections (President VP, Secretary, & Treasurer): Board Nominations for SY 2022-2023 are as follows: the board nominates G. Ramirez as continuing board President, Kathy Bushnell-Lopez for VP, Italia Aranda Gonzalez for Secretary, and Lenaya Montoya as Treasurer. GC member C. O'Connell motions to approve nominations and C. Gavaldon seconds motion and passes unanimously.

e. Discussion and possible action on check signers - After discussion, GC nominates Lenaya Montoya as a check signer for the duration of the current school year. GC president G. Ramirez makes a motion to approve GC treasurer L. Montoya as second check signer, GC board member F.K. Lopez-Bushnell seconds motion and passes without any opposition.

f. Discussion and possible action to the TCI amendment – This is associated with the level of time and experience of licensed personnel at the school to include those who play administrative and supporting roles at the school. GC president G. Ramirez makes a motion to approve the TCI amendment; GC member F.K. Bushnell Lopez seconds motion and it passes unanimously.

g. Discussion and possible action to Amend GC minutes and voucher approvals – Financial vouchers for the month of June 2022 are reviewed and approved today due to cancellation of the July 2022 GC meeting. GC president G. Ramirez makes a motion to approve financial vouchers and GC member C. Gavaldon seconds. The GC president G. Ramirez makes a motion to amend notes from June 2022 to reflect that financials from May 2022 were reviewed during the meeting and GC board member Y. Aguero seconds. GC president GG president G. Ramirez makes a motion to amend the notes from August 2022 to reflect the right month on accounts payables, GC member F.K. Bushnell-Lopez seconds.

#### V. Discussion Items

a. OMA training / review

b. Strategic planning

i. HLHS History overview

ii. New facility

iii. Fundraising options / ideas for HLHS

iv. Review of by-laws

v. Review on-boarding documents

vi. Review requirements for training hours - PCSNM Annual conference REGISTRATION

LINK: <https://forms.gle/cUdtVbZsANtvHDy4A>

#### VI. Adjournment – Meeting adjourn at at 2100