**Governance Council Meeting Minutes**

Date: 02/28/2017\_\_\_\_\_Time: \_\_\_5:10pm\_\_\_\_\_\_\_Location: \_\_\_1325 Palomas SE\_\_\_\_\_\_ Regular Meeting\_\_X\_ Special Meeting\_\_\_\_ Committee\_\_\_\_

In Attendance: (bolded)

**Rebekah Runyan**  **Dan Shapiro (DS) President** Al Bodmer (AB) V.P. Alicia D Bucko (ADB) *Secretary* **Charleen Ayres** (**CA)** **Tani Arness John Krone (JK)**  **Anacelie Verde-Claro (AVC) Jess Lionne (JL) Katie Shelton**

**1. Review of Final Agenda: Motion to approve final agenda made by: DS 2nd: AVC IF unanimous check here\_\_X\_\_\_ No: \_\_\_\_\_**

**2. Review of previous meeting minutes dated: \_\_\_01/24/2017 Motion made to accept by AVC 2nd: JK IF unanimous check here\_\_X\_\_\_ No: \_\_\_\_\_**

**3. Director’s Report** presented by ­­­\_\_\_Tani Arness\_\_\_.

Notes: Director’s report was reviewed in detail including a discussion of a current open enrollment to new students and a review of the SCA data showing growth in all areas.

**Action Items:**

**Financial reports** for January, 2017, **Accounts Payable Payment Vouchers, Payroll Payment Vouchers** January 2017

**Motion was made to accept the Financial Reports, Accounts Payable Payment Vouchers and Payroll Payment Vouchers for the month of January, 2017 by JL and seconded by AVC, followed by unanimous approval by all members.**

**4. BARS**  512-000-1617-0023-I Increase to Student Activities

512-000-1617-0026-I Increase of Special Capital Outlay

**All BARS were approved with a single motion made by JP seconded by AVC and approved unanimously by all members.**

5. **Amend Donation of Leave Policy—**The policy was amended to protect confidentiality. CA moved to accept the vised policy, JK moved to second and unanimous vote of approval.

6. **Service Animal Policy—**This policy was reviewed. DS moved to accept the policy, AVC seconded and unanimous vote of approval

7. **Cure to Violation of Open Meetings Act—**CCCS ran a legal advertisement announcing remaining GC meetings for 2016-17 before the meeting. The error was acknowledged that the advertisement had been intended to run in August, 2016. The school followed the “Cure to Violation of Open Meetings” and the advertisement announcing GC meeting dates, time and info will be run again before the next meeting.

**Discussion Items:**

1. Audit Update: One compliance finding
2. GC Self Evaluation Rubric: Dan will ask what’s important and simplify to key concepts perhaps matching PED’s GC audit checklist
3. Resolutions, policies, bylaws: “Is anyone interested in being a parliamentarian?” “No.” We will use Robert’s Rules of Order Brief editions to consult as needed. Discussed difference of policies as for specific situations and resolutions are not?
4. PED Site Visit of 2-23-17: Site visit was discussed. Information requested by PED is being provided. They told us that in 2017-18 GC’s will need to release a resolution stating how many members are on the GC for that year: Example: We intend to have 7 members.
5. GC Term Renewal: We will add this as an action item to next meeting. Bylaws need clarifying language on this.

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| # | Assigned Tasks | Point of Responsibility | Date Assigned | Deadline |
| 1 | Ask Auditor about increasing payment to Foundation | Katie | 2-28-17 | 3-28-17 |
| 2 | Work on GC Self Eval simplification, perhaps matching PED’s GC audit checklist | Dan | 2-28-17 | 3-28-17 |
| 3 | Run ABQ Journal Legal Advo for GC upcoming mtgs. | Tani | 2-28-17 | 3-28-17 |
| 4 | Send out Bylaws for GC members to review (section B.2) and add action item to clarify language about renewing members’ terms | Tani | 2-28-17 | 3-28-17 |

**Adjournment Time**:\_\_\_\_6:15 pm\_\_\_\_\_\_Motion made by AVC 2nd by JL and unanimously approved. Next meeting 03/28/17