

**South Valley Preparatory School
Governing Council Meeting MINUTES**

April 25, 2019~ 5:00 pm

**South Valley Preparatory School Campus
2551 Karsten Court SE, Albuquerque, NM 87102 Conference**

Type of meeting: Monthly **Chair:** Bernadette Fietze

- Invited to Attend:**
1. Bernadette Fietze - **Present**
 2. Monica Aguilar - **Present**
 3. Jess Wiltamuth - **absent**
 4. Michaela Trujillo - **Present**
 5. Bill Reed - **Absent**
 6. Charlotte Trujillo – **Present (non-voting)**
 7. Alfred Martinez – **Present (non-voting)**

Scheduled Guest(s): Jamie Munsey
Scheduled Absence: Bill Reed, Jess Wiltamuth

----- **Agenda** -----

1. Call to Order, Roll Call (Quorum?? voting members) .. Chair. – **3 out of 5 members present is a quorum.**
2. Welcome and Introductions..... Chair – **N/A**
3. Approval of Agenda **ACTION ITEM***..... All
BFietze presents the agenda for approval. Asks for questions, clarifications. AMartinez notes that there are no BARS for consideration. BFietze calls for a motion to approve the agenda with action item 6.b. to be removed. MAguilar motions to approve the agenda for the 4.25.19 meeting with action item 6.b to be removed. MTrujillo 2nd. Motion carries 3-0
4. Approval of Previous Meeting Minutes **ACTION ITEM*** All
BFietze presents the 3.26.19 meeting minutes for approval. Asks for questions, clarifications. Hearing none BFietze calls for a motion to approve the 3.26.19 meeting minutes for approval. MAguilar motions to approve the 3.26.19 meeting minutes as presented. MTrujillo 2nd. Motion carries 3-0
5. Open Public CommentOpen **N/A**
6. Action Items.....
 - a. Financial Reports*Alfred
AMartinez presents the finance reports. AMartinez notes that the finance committee covered journal entry adjustments, budget summary, balance sheet, bank reconciliation for period ending in 3/31/19. BARS, outstanding purchase orders and reminders of upcoming 19.20 budget review for next month. AMartinez expects an approximate \$80,000 carry over. BFietze asks for questions, clarifications. Hearing none BFietze calls for a motion to approve the finance reports. MAguilar motions to approve the finance reports as presented. MTrujillo 2nd. Motion carries 3-0

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- b. ~~BARs*~~Alfred
7. Executive Director Report.....Charlotte
- a. Facility Update - **SVP working with Richard Vigliano Consultant on the appraisal for the lot next door. We will meet with Mr. Duran as soon as that comes in.**
 - b. Non-profit update - **None**
 - c. GC Training updates – **email with specific hours needed for each member will go out.**
8. Announcements/Set Next Meeting..... Chair
- Next meeting is set for Wednesday, May 29, 2019 @ 5:00. Meeting will include 19-20 budget presentation. Finance will need to meet longer (4:00). Public meeting will be held prior to finance meeting @ 3:30**
9. Adjourn..... Chair
- Meeting adjourned at 5:32**

----- Statement of Non Discrimination -----

South Valley Preparatory School does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services. Persons requiring special accommodations should contact the administrative office at 222-5642 at least 24 hours prior to the meeting.

---- Additional Information ----

Regular monthly meetings @ 5:00 on the 4th Thursday of every month on the SVP Campus unless advertised otherwise.

Finance Committee – Bernadette Fietze, Monica Aguilar, Charlotte Trujillo, Alfred Martinez, Andrew Cavalier, Norm Colter

Facilities Committee – Bill Reed

Policy Committee – Jess Wiltamuth, Michaela Trujillo,

Audit Committee – Bernadette Fietze, Monica Aguilar, Andrew Cavalier, Charlotte Trujillo, Alfred Martinez , Norm Colter