



The Association of Charter School Education Services
ACES EXECUTIVE COMMITTEE MEETING MINUTES

June 18, 2021 @ 8:30 a.m.

Join Zoom Meeting - Meeting ID: 816 3432 4164 Passcode: 159959

<https://us02web.zoom.us/j/81634324164?pwd=Z0J0cExxYUdhM3lxZUJtcFptdVYvdz09>

1. Introductions of Members and Guests, Call to Order, Determine Quorum

Eric Ahner called the meeting to order at 8:32 am and introduced members who were present

2. Consent Agenda and Minutes

a. Approval of agenda with flexibility *

Eric Ahner entertained a motion to approve the agenda with flexibility. Alexandra Boyd made a motion to approve the agenda; Jesus Moncada seconded the motion; motion passed

b. Approval of minutes from March 9, 2021 *

Eric Ahner entertained a motion to approve the minutes from the March 9, 2021. Alexandra Boyd made a motion to approve the agenda; Jesus Moncada seconded the motion; motion passed

3. Retirement and Recognition-

a. Max Luft – 2013-2021

b. Kelly Callahan, ACES Secretary (6 years)

c. Susan McConnell, Member (3 years)

d. Jesus Moncada, President (2 terms – 9 years)

Christy Takacs recognized the members who would be leaving ACES. Members chimed in with many congratulations and well wishes.

4. Approval of Nominating Committee's Recommendation for Executive Committee Members*

a. Kimberley Ritterhouse, Member – Red River Valley Charter School

b. Jon Orris, Member – Roots and Wings Charter School

Christy Takacs introduced the recommended committee members to ACES. Alexandra Boyd made a motion to approve the nominees; Jesus Moncada seconded the motion; motion passed on new members.

5. Quality Services and Capacity Building

a. Update on current RFPs – Legal Services

Max Luft indicated that we have added to Legal Services. BioLaw with Ami Jaeger comes with a lot of experience working with schools.

b. Upcoming RFPs

Max Luft indicated there are a slew of RFP's coming up for next year. He discussed the modified RFP for Service Master to add flood and fire clean up capabilities.

c. Procurement/Maintenance updates

i. Introduction of new Director of Finance and Procurement

Christy Takacs introduced Chris Narkun as the new Director of Finance and Procurement. Chris introduced himself and gave some background information on his experience in finance.

ii. Maintenance Program Sustainability Plan

Christy Takacs discussed the maintenance program – there are currently three schools and Amber is managing the program. Christy indicated a need to evaluate the program for effectiveness and for its benefits to ACES. Amber Le is in complete charge of the program with support for Christy and Chris. Max indicated that they have gone through four employees at this position but that none of them has done as much as Amber – he indicated her work was phenomenal.

6. Marketing ACES Services

a. Marketing Committee did not meet – no report

7. Building Financial Capacity

a. Discussion and approval of Finance Committee report*

i. Discussion and review of budget reports, if necessary

Mark Tolley reviewed the finance committee notes from the last meeting in June. Christy Takacs discussed the future of ACES as noted in the finance minutes. Christy noted that April income was down, but that business is picking up now that schools are preparing to be back in session. She called for questions. Eric Ahner asked if Christy had a better sense of money coming in now that would boost the profit numbers. Christy indicated that there was a lot of invoicing in June. Max Luft indicated that you bill for two months in June (May) but this also provides a problem in July. However, it appears that ACES will be in great shape moving into the new fiscal year.

b. Proposed 2021-2022 Budget

Christy Takacs discussed postponing the budget discussion until the Finance committee meets on June 22, 2021. The committee agreed to the timeline of having a brief meeting at the beginning of July to go over the final budget.

c. Discussion of future of ACES

Christy Takacs discussed employment services as noted on the finance committee minutes. She indicated that they were looking a possible start up cost of \$100, as well as a cap at \$1,000 to help support the bigger schools in the program. Christy also discussed possible changes to the procurement structure, adding to the substitute services program and adding to Marketplace. Christy and Chris also discussed reducing administrative costs and will continue to work on that. Christy called for questions, and none were asked.

d. Discussion and possible Action on 2021-2022 Budget*

See notes related to postponing 2021-2022 budget discussion. Mark Tolley made a motion to table the 21-22 budget; Alexandra Boyd seconded the motion; motion passed

8. Organizational Structure

a. Governing Documents Committee did not meet this quarter

b. Executive Director's Report

i. Marketplace (new vendors email)/Newsletters

Christy Takacs indicated that ACES has recruited 8 new vendors for the Marketplace. Accepted vendors can offer services that charters might use – ACES is only responsible for connecting preferred vendors to charter leaders. Christy asked for feedback on the introductory emails and the newsletter that ACES is sending out. Kimberly Ritterhouse said that she liked that the newsletters were concise; Jesus Moncada indicated that he enjoyed reading the newsletters.

ii. Job Fair

Christy Takacs gave an update on the virtual job fair that was held in May. She said it was an interesting experience, worth doing, but that it didn't make any money. Schools were charged \$200 to attend. She feels like it still has potential. Eric Ahner asked about the amount of international applicants that attended. A discussion was had about the applicants from the Philippines. Jesus Moncada indicated that he had hired two such applicants and that companies sponsored them and helped them with licensing. Eric indicated that there were some good applicants, and that next time the schools could do more to advertise. Casey Benavidez indicated that he does teacher fairs yearly but is using Indeed now and there are a lot of applicants from the Philippines. Mark Tolley indicated that was a possible byproduct of APS hiring teachers from the Philippines two years ago. Casey indicated that APS hired 300.

iii. Interim Admin at Raices del Saber

Christy Takacs indicated that she had taken a position as interim administrator at Raices and that has had her a little overwhelmed the last two months. The job ends on June 30th.

iv. Changes to Dropbox/G-Drive

Christy Takacs is still working on transferring the Executive Committee files from Dropbox to G-Drive. Progress is being made and it should be completed soon.

v. A/R Personnel Changes

Christy indicated that Lorrie DeLoach was leaving Accounts Receivable, and that Katherine Moore was hired to take her place. Christy and Katherine are already working together, and she was pleased with her experience.

vi. Suggestions for improvement or progress

Christy Takacs asked for suggested for improvement moving forward; Eric Ahner suggested that he is optimistic that we will be going in a better direction as we move forward. He appreciates all the work Christy has put in and encouraged her to stay the course.

9. Determine Date and Time for Next Meetings

No dates were determined for the next Executive Committee Meeting; the Finance committee will be June 22, 2021.

ADJOURN: Eric Ahner entertained a motion to adjourn the meeting; Jesus Moncada made a motion to adjourn; Casey Benavidez seconded; meeting was adjourned at 9:34 am.

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the ACES Executive Director (ed@nmaces.org) at least one (1) week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the Executive Director at the offices of the ACES if a summary or other type of accessible format is needed.

Executive Committee Members

Eric Ahner, President Casey Benavidez, Vice President Mark Tolley, Treasurer
 Bridget Barrett, Member Alexandra Boyd, Member Jesus Moncada, Member
 Matt Pahl, PCSNM Ex Officio

Attendees

Christy Takacs, Ex. Director Max Luft, Dir. Of Procurement Chris Narkun, Dir. Of Finance
 Sharon Myers, Admin. Asst. Nancy Bangs Amber Le Katherine Moore
 Kimberley Ritterhouse Jon Orris

Approved 7/27/2021



Eric Ahner, President



Alexandra Boyd, Secretary