



The Association of Charter School Education Services

ACES EXECUTIVE COMMITTEE MEETING MINUTES
October 31, 2024 @ 9:30 a.m.

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

- **Anna Phillips was introduced; a quorum was determined; the meeting commenced at 9:34AM**

2. Consent Agenda and Minutes

- **a. Approval of agenda with flexibility ***
- **Bridget Barrett entertained a motion to accept and approve the agenda with flexibility; Stephanie Becker made a motion to accept; Jon Orris seconded the motion; motion carried**
- **b. Approval of minutes from ***
- **Bridget Barrett entertained a motion approve the Finance Committee Meeting minutes from 10/23/2024; Noel Nunez made a motion to approve; Stephanie Becker seconded the motion; Bridget called for questions; none asked; motion passed**

3. Receive Audit Report as Presented by the Auditor

- **Farley Vener gave a PowerPoint presentation on the completed audit; he indicated no findings; he shared slides for assets, liabilities and total net position, current ratio between accounts receivable and accounts payable, and change in net assets. He called for questions; none asked.**
- **Christy Takacs referenced the Balance Sheet Analysis as a positive indication of ACES' growth over the past 10 years; she noted she was very pleased with her team's effort; she noted she was excited about the net position growth overtime**

4. Swearing in of New Member

- **a. Anna Phillips**
- **Anna Phillips accepted her nomination as an Executive Committee Member; she read her oath and verified her identify for Nancy Bangs the Notary; she will sign her oath and send it to Nancy for verification.**

5. Nomination of Officers

a. President

- **Bridget Barrett nominated Kimberly Ritterhouse to replace her as President of the Executive Committee; Kimberly accepted the nomination; the JPA membership will vote her into office in December 2024**

b. Vice President

- **Kimberly Ritterhouse nominated Stephanie Becker to replace her as Vice President of the Executive Committee; Stephanie Becker accepted the nomination; the JPA membership will vote her into office in December 2024**

6. Quality Services and Capacity Building

a. Ratify RFP Contracts*

- **Amergis was awarded the contract for Temporary staffing; Amergis is also under contract for Ancillary Services; the first RFP solicited 27 proposals; this proved to be difficult to evaluate, so ACES closed the solicitation. The RFP was rewritten to include more narrow specifications to include work performed in New Mexico, specifically in the educational setting; the second RFP solicited 17 proposals, 7 of which were responsive; contract awarded to Amergis**

i. 24-06 – Temporary Staffing Services

- **Bridget Barrett entertained a motion to ratify RFP 24-06 for Temporary Staffing Services; Kimberly Ritterhouse made a motion to ratify; Jesus Moncada seconded the motion; Bridget called for questions; none asked; motion passed**

b. Upcoming RFP's – Marketing

- **Christy Takacs indicated she would ask charter leaders in the next newsletter to send recommendations to submit proposals for the next RFP which is Marketing.**

7. Marketing ACES Services

a. Report on Marketing and Membership

- Socorro Consolidated School District**
- Espanola Public Schools**
- Pending: Sun Mountain, Sacramento, Chama Valley**
- Attended/Sponsored PCSNM Leadership Retreat - Ruidoso**
- Attended PCSNM Regional Meetings – Santa Fe, Las Cruces, Albuquerque, Gallup**
- Participated in PCSNM Facilities Day**

- Christy noted that many of the new schools joining ACES have been referred through our vendors such as TalkPath Live, Shamrock and an HVAC company from Taos; she also noted that it takes a while for charter schools to be approved as signatures have to go through the Department of Finance.

8. Building Financial Capacity

- a. Discussion and approval of Finance Committee report to include Takacs Reimbursement*
- Christy shared the Finance Committee Report; she noted no exceptionalities for Q1; she briefly discussed the P&L report noting that we were at 138% of our conservatively expected budget for the year; she indicated that line items under projected budget are related to it being Quarter 1, but that Procurement was at 104% and that expenses were at 103% which is right where we should be; Christy then shared her reimbursement noting an increase due to traveling for all of the regional meetings; she indicated that she was able to go to all of them except the one in Taos due to the PCSNM Facilities meeting in Albuquerque that she attended during the same week; Bridget Barrett entertained a motion to accept the Finance Committee Report to include Christy Takacs Reimbursement; Jesus Moncada made a motion to approve; Stephanie Becker seconded; Bridget called for questions; none asked; motion approved.

9. Organizational Structure

- a. Executive Director's Report
- Christy noted nothing new to report outside of the Audit and the Finance Committee Meeting

10. Determine Date and Time for Next Meeting

- a. Executive Committee - January 29 @ 9:30am
- b. Finance Committee Meeting - January 22 @ 9:30am

ADJOURN: Bridget Barrett entertained a motion to adjourn the meeting; Kimberly Ritterhouse made a motion to adjourn; Jon Orris seconded the motion; meeting adjourned at 10:08AM


Executive Committee Members

Bridget Barrett, President Kimberly Ritterhouse, Vice President Anna Phillips, Member
 Jon Orris, Secretary Eric Ahner, Treasurer Noel Nunez, Member
 Jesus Moncada, Member Stephanie Becker, Member Valery Ratliff-Parker, Ex
Officio

Attendees

Christy Takacs, Executive Director Farley Vener, Hinkle & Landers
 Sharon Myers, Admin. Asst. Nancy Bangs

Approved


Kimberly Ritterhouse (Jan 30, 2025 10:46 MST)

Kimberly Ritterhouse, President



Jon Orris, Secretary

Executive Committee Meeting Minutes


24.10.31.docx

Final Audit Report

2025-01-30

Created:	2025-01-30
By:	Christy Takacs (ed@nmaces.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAAY9cphx84uBzMTnDxFAAatNtzLvuNLPIS

"Executive Committee Meeting Minutes 24.10.31.docx" History

-  Document created by Christy Takacs (ed@nmaces.org)
2025-01-30 - 4:44:22 PM GMT- IP address: 98.32.6.81
-  Document emailed to Kimberly Ritterhouse (kimberly@redrivalleycs.com) for signature
2025-01-30 - 4:44:26 PM GMT
-  Document emailed to Jon Orris (jorris@rwcs.org) for signature
2025-01-30 - 4:44:27 PM GMT
-  Email viewed by Kimberly Ritterhouse (kimberly@redrivalleycs.com)
2025-01-30 - 4:44:35 PM GMT- IP address: 72.14.199.102
-  Email viewed by Jon Orris (jorris@rwcs.org)
2025-01-30 - 4:44:39 PM GMT- IP address: 72.14.199.102
-  Document e-signed by Kimberly Ritterhouse (kimberly@redrivalleycs.com)
Signature Date: 2025-01-30 - 5:46:06 PM GMT - Time Source: server- IP address: 216.158.240.167
-  Document e-signed by Jon Orris (jorris@rwcs.org)
Signature Date: 2025-01-30 - 7:13:27 PM GMT - Time Source: server- IP address: 206.85.141.50
-  Agreement completed.
2025-01-30 - 7:13:27 PM GMT