



The Association of Charter School Education Services
ACES EXECUTIVE COMMITTEE MEETING MINUTES
January 28, 2026 @ 9:30 am

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

- Christy Takacs determined a quorum at 9:32 AM
- Christy introduced Julia Tapia-Rivera as observer and potential future board member

2. Consent Agenda and Minutes

- a.** Approval of agenda with flexibility *
- Kimberley Ritterhouse called for discussion on the approval of the agenda with flexibility; Christy asked to move item 4 before item 5.
- b.** Approval of minutes from 11-5-2025*
- *Kimberly called for discussion on the minutes from the 11.05.2025 Executive Meeting, no discussion. Kimberly entertained a motion to approve the Agenda with the order change and the minutes from the last meeting; Anna Phillips made motion to approve; Stephanie Becker seconded the motion; motion passed.

3. Quality Services and Capacity Building

- a.** Ratify RFP Contracts*
 - i.** 25-05 – Roofing Services
- Christy asked for the board's approval of the 5 contracts awarded for the RFP on Roofing Services. She noted that four companies are located statewide, and one company is specific to the Taos region. She also noted that two of the vendors do not have contracts with CES which could be a positive for ACES. Kimberly entertained a motion to approve RFP 25-05 Roofing Services awards to National Roofing Co., RoofCare, EverGuard Roofing, J3 Systems and Collignon Roofing; Eric Ahner made a motion to approve; Jesus Moncada seconded the motion; Kimberly called for discussion; none given; motion passed.
- ii.** Upcoming Solicitations - Dual Language Program Development/Support
- Christy noted that the next RFP which was posted today was for Dual Language Development and Program Support, and she is hoping for several proposals for review. There are also 4 renewals coming due by the end of June: Bulk Food, Special Education Support Services, HVAC, Plumbing and Electrical, and Security Systems. Christy called for questions, none asked.
- iii.** Beacon – new bid platform
- Christy indicated that ACES is likely switching from BidNet Direct to Beacon for RFP bids; she noted it was free to vendors unlike BidNet. Plus, there is a website feature for Beacon that will be helpful. Christy called for questions, none asked.

4. Marketing ACES Services

- a.** Report on Marketing and Membership

- i. New Member – Los Alamos Public Schools, PSFA
 - ii. JPA Amendment – Equip, Collins Lake, Inspira, New America ABQ
- Christy noted that these four entities are in the paperwork process for JPA membership.

5. Building Financial Capacity

- a. Discussion and approval of Finance Committee report to include Takacs Reimbursement*
- Christy shared the minutes from the last Finance Committee meeting on 1.21.2026. She discussed the credit card issue along with her reimbursement form which occurred during PCSNM/Staff Retreat. The ACES credit card had reached its maximum limit just prior to the retreat and before the payment was logged. There were several items which needed to be paid for by staff and then reimbursed. Christy had the bulk of the amount on her personal card, so Katherine authorized her reimbursement in the interest of time.
- Christy shared the P&L Report for Q2 highlighting that ACES was at 167% of the proposed budget with a current net profit of over \$67,000. She noted ACES has met over 80% of the overall budget with Q3 and Q4 still remaining. Notables included: Marketing and Data Services performing well and that Marketplace was doing well as advertising for paid vendors who are not under contract. She shared that the new Construction Management contracts would start picking up as well. Procurement total overall for Q2 was doing very well. She also noted some line items which were under budgeted for the year including The Substitute Program and its background checks and purchasing of CPO courses for both Christy and Fred Parker. ACES had an agreement with PCSNM for 10% of the vendor hall revenue for the work ACES did during the conference and that still has not been received. Christy called for questions, none asked.
- *Kimberly entertained a motion to approve the Finance Committee Report; Jesus Moncada made a motion to approve; Stephanie Becker seconded the motion; Kimberly called for questions; none asked; motion approved.

6. Organizational Structure

- a. Executive Director's Report
 - i. Skill Bridge Program
- Christy shared an update on the approval of the Skill Bridge proposal ACES submitted. The program helps transition service members who are retiring back into civilian life by offering them "paid" employment with companies to learn new skills for possible employment. Chris Moore, Katherine's husband, will be the Skill Bridge participant and will join ACES as the Procurement Compliance Specialist.
- ii. PCSNM Conference/Staff Retreat
- Christy reiterated again how important it was to be able to offer ACES staff an opportunity to come together at the PCSNM conference and network with their colleagues and families. Christy was grateful to be able to budget that in for all staff this year.

7. Determine Date and Time for Next Meeting

- a. Executive Committee – April 29, 2026 @ 9:30 am
- b. Finance Committee Meeting – April 22, 2026 @ 9:30 am

ADJOURN: Kimberly entertained a motion to adjourn; Eric Ahner made a motion to adjourn; Jesus Moncada seconded the motion; Kimberly call for discussion; none given; meeting adjourned at 9:56AM

Executive Committee Members

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

Attendees

☒ Christy Takacs, Executive Director ☒ Sharon Myers, Admin. Asst.