The Association of Charter School Education Services

ACES EXECUTIVE COMMITTEE MEETING MINUTES

October 28, 2026 @ 9:30 am

Join Zoom Meeting -

https://us02web.zoom.us/j/85171708420?pwd=JewtqQ48eVvhQXc8OUYZ9elxure1O5.1

PROPOSED AGENDA

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

- A quorum was determined and Stephanie Becker called the meeting to order at 9:31am

2. **Consent Agenda and Minutes**
   - **a.** Approval of agenda with flexibility *****
   - **b.** Approval of minutes from 26.07.29*

- Stephanie Becker called for discussion of the consent agenda and the minutes from the 7.09.26 Executive Committee Meeting; no discussion; *Stephanie entertained a motion to adopt the agenda with flexibility and approve the minutes from 7.09.2026; Bridget Barrett made a motion to adopt and approve; Julia Rivera-Tapia seconded; no discussion; motion passed.

3. **Receive Audit Report as Presented by Auditor**

- Farley Vener gave a summary of the current audit (full audit in the committee packet for review). He noted that the audit had a clean opinion with no findings to report; he shared the disclosure of communications and noted a change from using ACES vs Association of Charter School Education Services. Christy Takacs expressed her appreciation for the last eight years of working with Farley at Hinkle and Landers.

4. **Nomination and Swearing in of Ex Officio Member***

- Stephanie Becker nominated Angela Lopez as an ACES Ex Officio member; she called for additional nominations; none given. *Jesus Moncada made a motion to approve the nomination; Bridget Barrett seconded the motion; no discussion; motion passed. Nancy Bangs, Notary, joined the conversation for the swearing in of Angela Lopez who presented her ID and recited and signed the oath for Executive Committee member.

5. **Nomination of Officers**
   - **a. President**
   - **b. Vice President**

- Christy noted that Kimberly Ritterhouse would be ending her term as Executive Committee President. New officers will be voted in during the JPA meeting in December. Stephanie Becker called for nominations; Julia Rivera-Tapia nominated Stephanie Becker for President; no other nominations; *Anna Phillips made a motion to approve; Bridget Barrett seconded the motion; no discussion; motion passed. Stephanie nominated Julia Rivera-Tapia for Vice President; no other nominations; *Jesus Moncada made a motion to approve; Anna Phillips seconded the motion; no discussion; motion passed.

6. **Quality Services and Capacity Building**
    - **a.** Ratify RFP Contracts*
        i. 26-04 – Building Systems/Maintenance (11 contracts) – American Pro Builders; Automated Control Systems; B&D Industries, Donner Plumbing/Heating; Frisbie Heating/Cooling; JD&K Construction; PC Automated Controls; TLC; Trujillo Electrical Solutions; Xenergy Mechanical; Yearout
        ii. 26-05 – Energy/Security & Life Systems (10 contracts) – APIC; ATI Security; Auvra LLC; B&D Industries; Coyote Cabling; Datalinx Technology Solutions; Great Western Specialty Systems; HEI; Intraworks; Vocera Communications

- Christy Takacs shared that two RFP's have been completed since the last Executive Committee meeting. Contracts were awarded for Building Systems/Maintenance which will be a two-year contract and Energy/Security & Life Systems, which will be the traditional four-year contract. She called for questions; none asked.
  *Stephanie Becker entertained a motion to ratify RFP 26-04 to include all vendors awarded; Jesus Moncada made a motion to ratify RFP 26-04; Bridget Barrett seconded. Stephanie called for discussion and Jesus asked if the vendors provide service throughout New Mexico. Stephanie also noted she had a contract with PC Automated with CES and inquired about switching to ACES. Christy noted that yes, the awarded vendors were able to serve throughout NM with a few vendors that provide regional services.
  *Stephanie Becker entertained a motion to ratify RFP 26-05 to include all vendors awarded; Julia Rivera-Tapia made a motion to approve; Anna Phillips seconded the motion; no discussion; motion passed.
    - b. Upcoming Solicitations – Minor Construction; Landscaping; Tutoring; Janitorial
- Christy Takacs noted three upcoming RFP's; Minor Construction would have a limited scope due to significant regulations. She also noted that she wasn't sure how great the need was for Tutoring as there is only one school current using those services through our current tutoring contracts.

c. Member Services - Employment Services (HireClick), Procurement/Operations Consulting Services, monthly webinars, relevant workshops

- Christy discussed the inclusion of multiple services free to JPA members to include Employment Services which has added Hire-Click as a replacement for previous postings with Indeed. Employment Services costs ACES about $10,000 a year to operate. She discussed members having access to free consulting with Fred Parker, Tammy West and Chris Moore from their Procurement Team. She noted that the webinars have been well received and the first 40 Day finance workshop in Las Cruces was a success. She would like to expand those workshops to Albuquerque. The 40 Day workshop provided the "how" on working through budgets and presents practical opportunities for charter leaders and business managers. Julia Rivera-Tapia noted that this was the best finance workshop she has attended. It was hands-on and Fred Parker was amazing.

7. Marketing ACES Services

a. Report on Marketing and Membership

i. New Members - Dulce, Clayton, House, Santa Fe Public Schools, NWREC

ii. Virtual meetings with new contracted vendors

iii. Provide support for the PCSNM Conference

- Christy Takacs shared that the procurement team added face to face meetings with new vendors to help them understand ACES and create support for our JPA members. She also noted that they are currently working on finding vendors for the upcoming PCSNM conference and providing support for the conference.

8. Building Financial Capacity

a. Discussion and approval of Finance Committee report *

- Christy Takacs gave a brief overview of the Finance Committee report. She shared that there was an element of risk in this year's budget planning versus conservative numbers in the past. 10% was added across the board for all line items. At the end of Q1 we are in the negative at -$38,541 but had anticipated a profit of $1700. The school year starts off slowly, and we have added additional staff members, which accounts for the negative start.
- Christy noted in looking back to the same time frame last year, we were at $4.1 million in revenue, and this year we are at $4.5 million, which indicates we are continuing to grow despite the current negative net profit. Christy called for questions; none asked.
- *Stephanie Becker entertained a motion to approve the Finance Committee Report from 10.21.2026; Jesus Moncada made a motion to

approve; Anna Phillips seconded the motion; no discussion; motion passed.

- Christy shared a finance organizational chart that Chris Moore created to help track PO's and revenue in real time.

9. **Organizational Structure**
    - **a.** Executive Director's Report
        - **i.** Auditor's quotes

- Christy noted that she received three quotes for hiring a new Auditor: Jaramillo, Carr, Riggs and Ingram and TKM and one minimal estimate from Cordova. She was leaning towards Jaramillo both for the price and the experience of working with CES. Stephanie Becker asked what factors are used to decide on an auditor. Christy shared that Chris Moore gave them leading questions which included their prior work with school organizations.
        - **ii.** Vector Solutions for Substitute training purposes
- Christy shared that the ACES Substitute Program has now purchased Vector for yearly mandatory training instead of trying to go through NMPED and Canvas.

10. **Determine Date and Time for Next Meeting**
    - **a.** Annual JPA Membership Board Meeting – December 2nd @ 5:00pm @ PCSNM Annual Conference

- Christy noted the new time change for the annual JPA meeting at the PCSNM conference. She is hoping to have a more captive audience to share more with existing JPA members about ACES. Stephanie Becker suggested that each committee member intentionally invite the charter leaders in their inner circle to generate more attendance.
    - **b.** Executive Committee – January 27th @ 9:30 am
    - **c.** Finance Committee Meeting – January 20th @ 9:30 am

ADJOURN: Stephanie Becker entertained a motion to adjourn; Jesus Moncada made a motion to adjourn; Anna Phillips seconded the motion; meeting adjourned at 10:13am.

Executive Committee Members

___ Kimberly Ritterhouse, President __X_ Stephanie Becker, Vice President _X_ Anna Phillips, Secretary
_X__ Bridget Barrett, Treasurer __X_Jesus Moncada, Member _X_Julia Rivera-Tapia, Member

Attendees

_X__ Christy Takacs, Executive Director _X__Sharon Myers, Admin. Asst. __X_ Nancy Bangs, ACES Notary
_X__ Farley Vener, Auditor _X__ Angela Lopez, PCSNM

*Denotes Action Items