



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

October 26, 2022 @ 9:30 a.m.

Join Zoom Meeting - <https://us02web.zoom.us/j/81947010664?pwd=d0ZnMmxWM1YybVlFMjNtLzA2STFLZz09>

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

- *Christy Takacs introduced Farley Vener as a guest speaker to the meeting, a quorum was determined, and the meeting was called to order at 9:32am*

2. Consent Agenda and Minutes

- a. Approval of agenda with flexibility ***
 - *Eric Ahner entertained a motion to approve the meeting agenda with flexibility; Noel Nunez made a motion to approve the agenda; Jon Orris seconded the motion; motion passed*
- b. Approval of minutes from 7-27-2022 ***
 - *Eric Ahner entertained a motion to approve the minutes from the July 27, 2022, meeting; Bridget Barrett made a motion to approve; Kimberly Ritterhouse seconded the motion; Eric called for discussion, none, motion passed*

3. Receive Audit Report as Presented by the Auditor

- *Farley Vener shared a powerpoint presentation of the Audit for ACES; the audit has been prepared and received for the public to view; a public presentation of the findings is required after an audit.*
- *Farley indicated there were no findings, only recommendations.*
- *Noel Nunez asked a question of Farley wondering why in different audits items may be ruled a finding while in others it's a recommendation; Farley's response was that each auditor makes different judgment calls*
- *Farley shared specific information from the report that can be accessed at the Office of the State Auditor website.*
- *Christy called for questions, none asked. Christy wanted to specifically thank Katherine and Sayuri for their hard work and getting ACES Financials organized and easy to access. She also thanked her whole team for the work they have done this year.*

4. Quality Services and Capacity Building

- a. Ratify RFP Contracts***
 - i. *22-004 - Fixed Price Santa Fe (Kid's Kitchen)*
 - ii. *22-001- ITB On-call & Preventative Maintenance Facility Services (B&D Industries, CAC, Inc., Donner, Frisbee, PC Automated, TLC, XEnergy Mechanical, Yearout)*
- *Eric Ahner entertained a motion to ratify awarded RFP's 22-004 and 22-001 as a group; Noel Nunez made a motion to ratify; Jon Orris seconded the motion; called for discussion; none; motion passed*

5. Marketing ACES Services

- a. New Participating Entity - Apple Tree Educational Center
- Christy noted that Apple Tree is located in T or C. They use the Shamrock Food contract
- b. PCSNM Conference
- Christy indicated that ACES would be sponsoring a refreshment break the conference this year and is looking forward to getting the word out about ACES
- c. Update website
- Christy indicated that for marketing purposes it should be a goal to update the website; Sharon Myers works with what is there, but we need to make it more user friendly; we have a lot of traffic on the website so we should put an effort into updating it

6. Building Financial Capacity

- a. Discussion and approval of Finance Committee report*
- Mark Tolley shared and discussed the minutes of the last Finance Committee meeting; he discussed the P-Card issue as a way solve the issue of credit card limits; Christy highlighted the Quarter 1 achievements indicating she was happy with our growth and looking forward to Quarter 2; Mark called for questions/discussions; Noel Nunez commented that obtaining a P-Card was a long and frustrating process
- Eric Ahner entertained a motion to approve the Finance Committee Report to include the Executive Director's reimbursements; Kimberly Ritterhouse made a motion to approve; Stephanie Becker seconded the motion; called for discussion/questions; none; motion passed

7. Organizational Structure

- a. Discuss nomination for ACES President 2023-2025
- Eric Ahner indicated he would be stepping down now that his two year term is up; he asked the committee members to be open to possibly taking the position; Christy asked Eric to elaborate on how much time and energy was needed as the Executive Committee President; Eric shared that Christy was well organized and prepared all of the documents alleviating much of the paperwork; Mark Tolley nominated Bridget Barrett; Stephanie Becker seconded; after some discussion Bridget agreed to accept the nomination which will be voted on during the JPA Membership Board meeting in December
- b. Executive Director's Report
 - i. Regional Meetings
 - Christy asked for input on whether or not the committee felt like she should be pursuing regional meetings; most felt that tagging on to what PCSNM was doing, when possible, would be sufficient to keep people in the loop; the committee also agreed that having something once a year might be a good option; Mark Tolley agreed that in the past meetings were held to push for membership and to support growth; the committee also suggested to continue joint efforts with PCSNM; Christy will keep it on the radar but will not be actively setting up additional meetings for charter leaders at this time
 - ii. Bus Contract Update
- Christy gave the committee an update on Herrera Buses; she is working to sort out concerns with quarterly payments and accuracy/transparency of services provided to member charter schools; she indicated she was making progress, but it is still a problem that needs to be resolved; Stephanie Becker indicated she has used Albert Sanchez in

the past and suggested this company as an alternative. The contract ends in 2025; Sanchez might be a good option for an RFP for choices for schools. Christy will update the committee on her progress

iii. Procurement Update - Evaluators needed

- Christy indicated that an RFP for Security Services is out; The RFP covers a broad scope of service for safety and security in schools; SPED services are next; Christy is searching for evaluators to read proposals

8. Determine Date and Time for Next Meeting

- a. Annual JPA Membership Board Meeting - December 8, 2022, Time TBD
- b. Executive Committee - January 25, 2023 @ 9:30
- c. Finance Committee Meeting - January 18, 2023 @ 9:30

ADJOURN: Eric Ahner entertained a motion to adjourn the meeting; Jon Orris made a motion to adjourn; Bridget Barrett seconded; meeting adjourned at 10:25am

Executive Committee Members

Eric Ahner, President Kimberly Ritterhouse, Vice President Mark Tolley, Treasurer
 Jon Orris, Member Bridget Barrett, Member Noel Nunez, Member
 Jesus Moncada, Member Stephanie Becker, Member Matt Pahl, PCSNM Ex Officio

Attendees

Christy Takacs, Executive Director Katherine Moore, Director of Finance
 Sharon Myers, Admin. Asst. Tammy West, Dir. Procurement/Maintenance
 Sayuri Tomoyose Farley Vener

Approved



Bridget Barrett, President


Jon Orris (Jan 27, 2023 10:07 MST)

Jon Orris, Secretary










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Final Audit Report

2023-01-27

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