

MINUTES OF THE BOARD OF TRUSTEES OF
THE McCURDY SCHOOL OF NORTHERN NEW MEXICO

October 16, 2008

Members present: Manuel Valdez, Marilyn Peabody, Deborah Anderson, Anthony VanderVossen, Ruth Montoya, and Al Hernandez

Members absent: Kelly Armstrong, Bethany Carpenter, Murray Ryan, Robert DeVargas, and Bishop Max Whitfield

Others present: Dan Garcia, Pam Miller, Ken Martinez, Mike Hibner, Eric Vigil and Eufemia Romero

CALL TO ORDER. Chairperson Marilyn Peabody called the meeting to order at 6:03 PM with five Board members present. Rev. Dan Garcia led in prayer. Recommended additions to the agenda under New Business were the following: Information from Tom Hofmann and Discussion of Fund Raising Policy. Also added under Standing Committees was a report from the Nominating Committee. Marilyn indicated that reports could be presented without of quorum.

CHAIRPERSON'S REPORT. Chairperson Marilyn Peabody commended school administrators for hosting the Air Force Band Concert scheduled to take place in McCracken Gym, free to the public, on November 12th. Rev. Garcia explained that this community outreach event was coordinated by Bob Trapp with assistance from Mike Hibner and maintenance staff. Marilyn thanked staff and administration for the successful Homecoming events which recently took place on school campus.

STANDING COMMITTEE REPORTS.

Fundraising Committee – Dan Garcia explained that the Foundation Board did not feel they could authorize the bank draft mode (for school donations) but instead deferred it to the Board of Trustees for approval. This recommendation was presented during a joint Foundation Board and Board of Trustees meeting held on September 27, 2008.

The Alumni Council has proposed a new Centennial Fund with a goal of raising \$100,000 by 2012 for the endowment. The reason the goal was set at

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this level is that the council does not wish to have alumni give any less to the support of the school by redirecting current gifts from the general fund to the endowment. Dan Garcia stated that the Board needs to take action on whether or not to authorize this fund and the goal. Since this is something that could be promoted generally and not just among alumni, there would have to be an emphasis that this is an additional gift beyond donors' giving to the general fund.

Dan presented copies of the Planned Giving brochures that were prepared last school year for review and discussion. Deborah Anderson suggested that this document be reviewed for revisions prior to mailing said document to donors.

Deborah Anderson spoke with President Thomas Hofmann, Ohio Presbyterian Retirement Services Foundation, about different ways fund raising could be improved for McCurdy School. Mr. Hofmann has agreed to lead a two hour conference call to discuss fund raising plans that might be put in place. Deborah gave copies of an initial questionnaire sent by Mr. Hofmann which she will answer with the assistance of Business Manager Pam Miller. It was the consensus of the Board that the following participate in the conference call: Deborah Anderson, Marilyn Peabody, Ruth Montoya, Manuel Valdez, Anthony VanderVossen, Dan Garcia, and David Duran, Foundation Board President).

Dan extended an invitation to the Board of Trustees to a Christmas posole dinner for staff, volunteers present on campus, and for the members of the McCurdy Board and Foundation Board members and their spouses/guests. The dinner, hosted by Dan and Ana Garcia, will take place on December 13th in the McCracken Gym. Formal invitations will be sent at a later date.

Al Hernandez arrived at the meeting at 6:40 and a quorum was formed.

APPROVAL OF AGENDA. Anthony VanderVossen moved, seconded by Ruth Montoya to approve the agenda for tonight's meeting as amended earlier in the meeting. The motion carried.

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APPROVAL OF THE AUGUST 20, 2008 BOARD MEETING MINUTES. Anthony VanderVossen moved, seconded by Deborah Anderson to approve the minutes of the August 20, 2008 as presented. The motion passed.

STANDING COMMITTEE REPORTS.

Policy Committee Report – Anthony VanderVossen reported that this committee will draft a Policy for Fund Raising and will be presented at the next Board meeting for review of the entire Board. The Policy Committee will meet in the Student Center Conference Room on October 23, 2008 at 6:30 PM.

Finance Committee Report – Pam Miller reported that the audit for the 2006-2007 fiscal year will be completed next week as per information received from the auditors. She also reported that the Walk-A-Thon brought in \$5,000 in proceeds. Pam prepared a graph comparing contributions received since 2006 to current showing July of this year as the highest amounts received. Also provided to the Board by Pam Miller was a copy of the monthly financial statement listing a profit and loss year to date comparison ending September, 2008.

Nominating Committee - Anthony VanderVossen reported that several individuals have been asked if they would like to be considered for Board membership by members of this committee.

SPECIAL COMMITTEE REPORTS.

Athletics – Athletic Director Eric Vigil gave an update on all fall sports inclusive on volleyball, cross country and football in the middle school and high school levels. He also spoke briefly on the coaching staff he has recommended to Dan Garcia for hire for the winter sports. After a brief discussion, Anthony VanderVossen moved, seconded by Ruth Montoya to approve the recommendation from Athletic Director Eric Vigil to name the football locker room in memory of Rafael Atencio (2006 alumni who passed away this summer). The motion carried.

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Alumni Association – Ruth Montoya provided copies of her written report to the Board. She displayed the Alumni logo, created by Aaron Archuleta, which includes McCurdy’s mascot, the Bobcat; the letter “M”; the red and blue school colors; and the United Methodist symbol which represents our belief in Jesus Christ. The shield encompassing the symbols represents the protection and security given to the students by McCurdy staff. The Alumni Council established the Lifetime Service Award Program. The names of those honored for by the Alumni Council at a recent banquet, namely: Marian Martinez (class of ’66); Cecil Brown (class of ’63); Edith Brown (class of ’71) and Ruby Rodriguez (class of ’64).

ADMINISTRATION REPORTS.

Elementary/Middle School Principal – Principal Pam Miller’s written reported included information on events in various grades/classes. Ms. Berniece Coriz’ second graders read books to several dogs that visit her class with their owners. The students in K-2 will make their annual trip to the Pumpkin Patch in Moriarty. The 5th graders have begun their golf lessons at the Black Mesa Golf Course with Mr. Velarde. The Elementary TAP (Teacher and Parent Organization) is preparing for the Fall Festival on Saturday, October 25 which provides fun for the students while serving as a fund raiser for the school. Ms. Miller commended Johnny Abeyta, Varsity Girls Basketball Head Coach, for attending and cheering on the elementary girls’ basketball team during games.

High School Principal – Principal Ken Martinez listed the students activities at the high school level. Art classes have worked with Weavers and Clay wheel throwers of the Southwest and Science classes have visited Bradbury Museum. Dee Dee Heffner’s Drama class will present “The Glass Slipper” on October 28th. Representatives from various colleges/universities are scheduled to give presentations to our juniors and seniors. Students will not attend classes on October 17th because certified staff will be attending an in-service at Ghost Ranch.

Maintenance Director – Mike Hibner, maintenance director, highlighted his written report. The elementary/middle school building has a leaky roof that needs replacement; a bus is in need of a transmission; a new Riding Mower was purchased with donations received; the PA system is back on line; The

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Student Center Cafeteria (Kitchen) was reconfigured for additional storage space; the Historical Room was moved to Herrick; and the Chaplains Office was reopened in Herrick also.

Superintendent's Report - Rev. Dan Garcia's report was e-mailed to the Board prior to this meeting. Dan is preparing a report to the United Methodist Annual Conferences from which we have received donations during 2008 and will be sent in January to be included in pre-conference journals and to be included in the annual conference journals next year. Pam Miller and Lydia Maestas are working on a project assigned them by the fund raising committee to come up with a list of donors according to annual conference and a comparison of the source of donations over the last three years so that we can more effectively reach our base of support. Dan will attend the NM Conference United Methodist Women's Conference in El Paso on October 24-26 and First UMC, Los Alamos, on November 9th for McCurdy Day. Pam Miller and Benito Cordova (with the school choir), music teacher, will attend the National Conference of the Fellowship of Christian Educators on October 25-27. Because of the appointment calendar of the annual conference and to comply with personnel policies of the school and the requirements of the General Board of Global Ministries, the superintendent's appraisal should be completed by the January 15, 2009 board meeting (all steps). The board members of the personnel committee will need to begin this process at an early date since their steps must be completed by November 30.

RECESS FROM REGULAR SESSION. Chairperson Marilyn Peabody recessed the meeting at 8:05 to go in to Executive Session.

The Board came out of executive session at 8:20 PM.

Anthony VanderVossen moved, seconded by Ruth Montoya to approve the following coaching staff for the 2008-2009 school year:

- Victor Vargas – Boys' Varsity Basketball Assistant Coach
- Frank Aguino, Jr. – Girls' Varsity Basketball Assistant Coach
- Robert Abeyta – Girls' Varsity Basketball Assistant Coach
- Jesus Arellano – Girls' 8th Grade Basketball Coach

The motion passed.

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Deborah Anderson moved, Anthony VanderVossen seconded that a meeting be held for all coaches before November 3, 2008. Motion carried.

NEXT MEETING. The next regular meeting of the Board of Trustees will be held on Thursday, November 20, 2008 at 6:00 PM in the Student Center Conference Room.

ADJOURNMENT. Chairperson Marilyn Peabody adjourned the meeting at 8:22 PM.

Eufemia Romero
Recording Secretary

Bethany Carpenter
Board Secretary