



GOVERNING COUNCIL

Regular Meeting of the Albuquerque Aviation Academy Governing Council on
Friday, July 26, 2024

via Zoom.us & In person at 6441 Ventana Road NW

BOARD MEMBERS PRESENT

Jody Meyer, Roland Dewing, Laura Kohr, Mike Romo, and Farrah Nickerson

BOARD MEMBERS ABSENT

Mike Deveraux, Alex Carothers, and Larry Kennedy

ALSO IN ATTENDANCE

Bridget Barrett, Amanda Catanzaro, Lauren Chavez, and Sean Fry

PUBLIC

none

These minutes were approved on 8/16/2024

By a vote of 7 yes 0 no 1 absent 0 abstained

Jody Meyer President

Roland Dewing Secretary

I. Call to Order

Farrah Nickerson called to order the Regular Meeting of the Governing Council for the Albuquerque Aviation Academy for July 26, 2024 at 2:02 PM on Zoom.us and in person.

A. Roll Call

Farrah Nickerson asked Amanda Catanzaro to call roll. Amanda Catanzaro called Jody Meyer, Roland Dewing, Laura Kohr, Mike Romo (via zoom) and Farrah Nickerson.

B. Adoption of the Agenda*

Farrah Nickerson asked for the following changes to the agenda. Change date of last months meeting to 6/14/2024 Special Meeting. Farrah Nickerson asked for a motion to approve the agenda with amendments. Laura Kohr made a motion to approve the agenda with amendments. Jody Meyer seconded the motion. Farrah Nickerson called for a roll call vote to approve the agenda. Amanda Catanzaro called Jody Meyer, Roland Dewing, Laura Kohr, Mike Romo, and Farrah Nickerson; all voted yes. The motion carried unanimously.

C. Review/Approval of Minutes from June 14, 2024 Special Meeting*

Farrah Nickerson asked for a motion to approve the minutes from the June 14, 2024 Special Meeting. Laura Kohr made a motion to approve the minutes. Jody Meyer seconded the motion. Farrah Nickerson called for a roll call vote to approve the agenda. Amanda Catanzaro called Jody Meyer, Roland Dewing, Laura Kohr, Mike Romo, and Farrah Nickerson; all voted yes. The motion carried unanimously.

II. Public Comment

Farrah Nickerson asked Bridget Barrett and Amanda Catanzaro if there was any public comment. There were no public comments.

III. Ongoing Business Matters

A. Aviation Program Update

Dr. Lauren Chavez presented that they have flown approximately 63 hours since last board report. Another student completed their check-ride this morning. Airplane strut needs to be rebuilt. Getting an estimate and estimated time down from mechanic. There is also a slight brake fluid leak.

Another news article came out about the school. Positive publicity.

Internships are going well and another student did their ATC internship this week. Hot Air Balloons class is going to be restructured this year to be more hands-on based on feedback from students last year.

Dr. Chavez reviewed expenses.

Farrah Nickerson asked if the report could use the updated logo.

B. Facility Update

Amanda Catanzaro presented the July 2024 Facilities report including the completed projects since the last meeting.

Projects that are still in progress include downspouts and gym thermostat. Some of the door handles are loose and/or not working and a small hole in the stucco outside.

Reviewed list of upcoming projects.

Question was presented if Facility Update is still needed on a monthly basis. This was included during building but since facility is complete, do we still need a monthly update?

IV. Administrative Update

A. Student Achievement Update

Bridget Barrett shared the new format for monthly administrative report and is looking for feedback from the governing council as to what you would like to see. Ms. Barrett has also added a goal for herself regarding classroom walk-throughs.

Introduction of Matt Dixon, the Dean of Students. He is working on positive student incentives for the year and will provide data as the year progresses.

V. New Business Matters

A. Inventory Certification*

Sean Fry shared that this is a requirement by statute for the audit. Governing Council is confirming that Amanda Catanzaro has completed an inventory for assets over \$5000.

Farrah Nickerson asked for a motion approving and authorizing Amanda Catanzaro to sign the Inventory Certification. Laura Kohr made a motion to approve. Roland Dewing seconded the motion. Amanda Catanzaro called Jody Meyer, Roland Dewing, Laura Kohr, Mike Romo, and Farrah Nickerson; all voted yes. The motion carried unanimously.

VI. Governing Council Development

A. No Discussion with Kelly Callahan

VII. Finance Report

A. Business Office Operations Update

Sean Fry presented that the Finance Committee met prior to the Governing Council meeting and reviewed all the financial documents. Over 1 million in operational funds to end the year! We are at the highest enrollment ever. Brought in more revenue than budgeted. Reviewed Title funds.

Question was asked about Sean Fry reimbursement. That was for e-fax because the first year cannot be done on a billed basis so much have been paid for with credit card. Has since been moved to a billed process.

July Voucher Approvals and Bank Reconciliation was removed from the agenda as action items so both will be moved to next month's meeting.

VIII. Announcements

Next regular Governing Council meeting is scheduled for August 16, 2024.

IX. Adjournment*

Farrah Nickerson called for a motion to adjourn. Roland Dewing made a motion to adjourn. Jody Meyer seconded the motion. Amanda Catanzaro called Jody Meyer, Roland Dewing, Laura Kohr, Mike Romo, and Farrah Nickerson; all voted yes. The motion carried unanimously.

The Regular Meeting of the Governing Council for the Albuquerque Aviation Academy adjourned on July 26, 2024 at 2:39 p.m.