



**GOVERNING COUNCIL**

Regular Meeting of the Albuquerque Aviation Academy Governing Council on  
Friday, August 16, 2024

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

**BOARD MEMBERS PRESENT**

Jody Meyer, Mike Romo, Roland Dewing, Laura Kohr, Alex Carothers, Farrah Nickerson, and Larry  
Kennedy

**BOARD MEMBERS ABSENT**

Mike Deveraux

**ALSO IN ATTENDANCE**

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

**PUBLIC**

none

These minutes were approved on 9-20-24

By a vote of 6 yes 0 no 2 absent 0 abstained

Jody Kennedy President

Roland Dewing Secretary

## **I. Call to Order**

Larry Kennedy called to order the Regular Meeting of the Governing Council for the Albuquerque Aviation Academy for August 16, 2024 at 2:01 PM on Zoom.us and in person.

### **A. Roll Call**

Larry Kennedy asked Amanda Catanzaro to call roll. Amanda Catanzaro called Jody Meyer, Mike Romo, Roland Dewing, Laura Kohr, Alex Carothers (via Zoom), Farrah Nickerson (via Zoom), and Larry Kennedy (via Zoom).

### **B. Adoption of the Agenda\***

Sean Fry requested to move Financials to beginning of the meeting. Larry Kennedy asked for a motion to approve the agenda with amendment to move Financials to just before Ongoing Matters. Farrah Nickerson made a motion to approve the agenda with amendments. Laura Kohr seconded the motion. Larry Kennedy called for a roll call vote to approve the agenda. Amanda Catanzaro called Jody Meyer, Mike Romo, Roland Dewing, Laura Kohr, Alex Carothers, Farrah Nickerson, and Larry Kennedy; all voted yes. The motion carried unanimously.

### **C. Review/Approval of Minutes from July 26, 2024 Special Meeting\***

Larry Kennedy asked for a motion to approve the minutes from the July 26, 2024 Special Meeting. Farrah Nickerson made a motion to approve the minutes. Alex Carothers seconded the motion. Larry Kennedy called for a roll call vote to approve the agenda. Amanda Catanzaro called Jody Meyer, Mike Romo, Roland Dewing, Laura Kohr, Alex Carothers, Farrah Nickerson, and Larry Kennedy; all voted yes. The motion carried unanimously.

## **II. Public Comment**

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

## **III. 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. Carryover was over \$1 million. Daniel's Fund grant for \$20,000 came in and will be used for the drone soccer. Waiting on awards for IDEA-B and Lease Assistance.

For FY22, our cash carryover was \$1.1 million, and even with the purchase of the new building, within 3 years, the cash carryover was back up over \$1 million and even more than prior to purchasing the building due to growth and strategic spending.

The audit starts the week of 9/9 and business office is ready to go.

Alex Carothers asked about being worried about cash sweeps from PED like in previous years. Sean says that the state is in a good financial situation and doesn't foresee this happening but we will also mitigate that risk by using more funds from operational rather than other funds that the state cannot sweep.

**B. Voucher Approvals for June 2024\***

Sean Fry presented the June Vouchers. Larry Kennedy asked for a motion to approve June 2024 Vouchers. Farrah Nickerson made the motion. Mike Romo seconded the motion. Larry Kennedy called for a roll call vote to approve the agenda. Amanda Catanzaro called Jody Meyer, Mike Romo, Roland Dewing, Laura Kohr, Alex Carothers, Farrah Nickerson, and Larry Kennedy; all voted yes. The motion carried unanimously.

**C. Voucher Approvals for July 2024\***

Sean Fry presented the July Vouchers. Larry Kennedy asked for a motion to approve July 2024 Vouchers. Unusual one time expenses included double rent, paying for July on July 1 and August at the end of July, Edgenuity payment, NMSPIA Risk Insurance, PowerSchool and FinalSite. Laura Kohr made the motion. Mike Romo seconded the motion. Larry Kennedy called for a roll call vote to approve the agenda. Amanda Catanzaro called Jody Meyer, Mike Romo, Roland Dewing, Laura Kohr, Alex Carothers, Farrah Nickerson, and Larry Kennedy; all voted yes. The motion carried unanimously.

**D. Bank Reconciliation for June 2024\***

Sean Fry presented the June Bank Reconciliation. Larry Kennedy asked for a motion to approve June 2024 Vouchers. Mike Romo made the motion. Farrah Nickerson seconded the motion. Larry Kennedy called for a roll call vote to approve the agenda. Amanda Catanzaro called Jody Meyer, Mike Romo, Roland Dewing, Laura Kohr, Alex Carothers, Farrah Nickerson, and Larry Kennedy; all voted yes. The motion carried unanimously.

**E. Bank Reconciliation for July 2024\***

Sean Fry presented the July Bank Reconciliation. \$141,602.24 outstanding because accounts payable was run late 7/29 so there was no time for the checks to clear before the end of the month. Bank statement balance was \$1,782,839.03. Farrah Nickerson made the motion. Alex Carothers seconded the motion. Larry Kennedy called for a roll call vote to approve the agenda. Amanda Catanzaro called Jody

Meyer, Mike Romo, Roland Dewing, Laura Kohr, Alex Carothers, Farrah Nickerson, and Larry Kennedy; all voted yes. The motion carried unanimously.

#### **IV. Ongoing Business Matters**

##### **A. Aviation Program Update**

Dr. Lauren Chavez presented that they have flown approximately 30 hours since last report. Flew far less because plane was down for strut repairs in the past week. Classes have started and are going well. 10 students have passed the Knowledge Exam and are ready to be added to the flight team to start flight training.

RFP for new plane has gone live.

FOA has 2 sessions this year, doubling capacity from last year. 20 students are seeking scholarship for drones. Balloon class has a new instructor and is much more hands-on. This morning students were each able to get into the basket. Up to 24 students in the class this semester. Goal is for every student to be able to get a balloon flight.

Alex Carothers arrives in person at 2:22 pm.

Internships are still happening. One student just completed a ATC and they had a blast.

Reviewed expenses.

EAA donation of static aircraft may be in jeopardy but Doc is working with them to see if it can still happen.

##### **B. Facility Update**

Larry Kennedy stated this would be the last standing report. Amanda Catanzaro will present the board with major issues as they arise.

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

Projects that are still in progress include downspouts which should start installation next week, and warranty issue with board of HVAC unit in classroom.

Reviewed list of upcoming projects.

#### **V. Administrative Update**

##### **A. Student Achievement Update**

Bridget Barrett discussed enrollment goal of 320 students. Currently at 324 and still enrolling. Reviewed Academics by Enrollment data. Still early in the year and we are having teachers focus on the students who are already falling behind. Working with

Edgenuity on the Grade Report by Enrollment because it was moved. For the walk-through goal, have completed 6 in first week and there is some great stuff going on. In What's Happening, there was an assembly on Thursday and a falconer brought a falcon and the kids loved it and asked such great questions. He will be back for Monday's assembly and board is invited to attend.

Alex Carothers shared that he enjoyed his walk-through on Wednesday.

## **VI. New Business Matters**

### **A. Lease Assistance Application\***

Larry Kennedy shared the Lease Assistance Application and requested the board grant him authority to sign. There was a question about the name and the school is still waiting on the IRS for the name change.

Larry Kennedy asked for a motion approving and authorizing Larry Kennedy to sign the Lease Application. Roland Dewing made a motion to approve. Farrah Nickerson seconded the motion. Larry Kennedy called for a roll call vote to approve the agenda. Amanda Catanzaro called Jody Meyer, Mike Romo, Roland Dewing, Laura Kohr, Alex Carothers, Farrah Nickerson, and Larry Kennedy; all voted yes. The motion carried unanimously.

### **B. CLA Statement of Work\***

Larry Kennedy shared this is a document that allows the auditors to complete our audit and requested the board grant him authority to sign.

Larry Kennedy asked for a motion approving and authorizing Larry Kennedy to sign the CLA Statement of Work. Alex Carothers made a motion to approve. Mike Romo seconded the motion. Larry Kennedy called for a roll call vote to approve the agenda. Amanda Catanzaro called Jody Meyer, Mike Romo, Roland Dewing, Laura Kohr, Alex Carothers, Farrah Nickerson, and Larry Kennedy; all voted yes. The motion carried unanimously.

### **C. PF Indicator 3.c. Compliance List for 2024-25\***

Amanda Catanzaro shared reviewed the list with the board.

Larry Kennedy asked for a motion approving and authorizing Larry Kennedy to sign the Assurance of Governing Council Review of Performance Framework Indicators 3.c Compliance List for 2024-2025. Mike Romo made a motion to approve. Roland Dewing seconded the motion. Larry Kennedy called for a roll call vote to approve the agenda. Amanda Catanzaro called Jody Meyer, Mike Romo, Roland Dewing, Laura

Kohr, Alex Carothers, Farrah Nickerson, and Larry Kennedy; all voted yes. The motion carried unanimously.

**VII. Governing Council Development**

A. No Discussion with Kelly Callahan

**VIII. Announcements**

Next regular Governing Council meeting is scheduled for September 20, 2024. Mike Romo will be out of town that day but may be able to Zoom into meeting.

Alex Carothers suggested that the board get a Title IX training.

**IX. Adjournment\***

Larry Kennedy called for a motion to adjourn. Alex Carothers made a motion to adjourn. Mike Romo seconded the motion. Larry Kennedy called for a roll call vote to approve the agenda. Amanda Catanzaro called Jody Meyer, Mike Romo, Roland Dewing, Laura Kohr, Alex Carothers, Farrah Nickerson, and Larry Kennedy; all voted yes. The motion carried unanimously.

The Regular Meeting of the Governing Council for the Albuquerque Aviation Academy adjourned on August 16, 2024 at 2:54 p.m.