**ESPIRITU CDC MINUTES**

**Friday, March 15, 2019**
**9:15 a.m.**

**RMR Leadership Academy, Conference Room 40**
**4848 S. 2nd Street, Phoenix, AZ, 85040**

I. PRELIMINARY ITEMS – 5 min

**A. Call Meeting to Order**

*Frances Castillo called the meeting to order at 9:45 a.m.*

**B. Roll Call**

*Bertha Gutierrez – Board Chair (arrived at 10:40 a.m.)*
*Frances Castillo – Member*
*Norma Ruiz – Member*
*Armando Ruiz – Member*
*Rosemary Cardenas – Member*

**Others Present:**
*Angelica Cardenas*

**C. Board Adoption of Meeting Agendas**

*Rosemary Cardenas made the motion to adopt the Meeting Agenda. Norma Ruiz seconded the motion. Passed: 4-0*

**D. Board Approval of Previous Meetings Minutes**

*The Board Members discussed the current assignments for the subcommittees and decided to modify them as shown below:*

*Operations Committee*

*Co-Chairs: Norma Ruiz and Rosemary Cardenas*
*Staff Member: Christina Eliserio*

*Financial Committee*

*Co-Chairs: Frances Castillo and Armando Ruiz*
*Staff Members: Armando Ruiz Jr.*

*Academic Committee*

*Co-Chairs: Rebecca Ruiz and Bertha Gutierrez*
*Staff Member: Adam Sharp*

*Rosemary Cardenas made the motion to adopt the previous meeting minutes for 02/22/2019. Norma Ruiz seconded the motion. Passed: 4-0*

II. CONSENT AGENDA – 0 min

*There were no items on the consent agenda.*

III. ITEMS SCHEDULED FOR ACTION – 25 min

**A. Adopt January Financial Reports –** 20 min

*Armando Ruiz presented the financial reports for January 2019.*

*Rosemary Cardenas made the motion to adopt the financial reports for January 2019. Norma Ruiz seconded the motion. Passed: 4-0*

**B. Sign Revised Budget –** 5 min

*Board Members signed the revised budget.*

IV. ITEMS SCHEDULED FOR INFORMATION – 10 min

**A. Organizational Chart Review –** 5 min

*Armando Ruiz presented the organizational chart and explained each element.*
*Bertha Gutierrez arrived at 10:40 a.m.*

**B. A for Arizona Application Review** – 5 min

*Armando Ruiz reviewed the A for Arizona application with Board Members and explained how it will allow Espiritu CDC to move forward with the expansion project.*

V. COMMUNICATIONS – 2 min

**A. Call to the Public** - This is the time for the public to comment. Members of the Board may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. 38-431.01(H), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date.

VI. CLOSING ITEMS – 2 min

**A. Summary Of Current Events, Future Meeting Dates And Items For Future Agendas** - The executive director, presiding officer or a member of the Board may present a brief summary of current events pursuant to A.R.S. § 38-431.02(K), and may discuss future meeting dates and direct staff to place matters on a future agenda. The Board will not discuss or take action on any current event summary.

**B. Adjournment**

*Norma Ruiz made the motion to adjourn the meeting at 1:02 p.m. Francis Castillo seconded the motion. Passed: 5-0*