

**TAOS INTEGRATED SCHOOL OF THE ARTS
GOVERNING COUNCIL AGENDA
MONTHLY MEETING
Wednesday February 6, 2013
6:00-8:00**

This meeting will be held on Wednesday, February 6, 2013 at 6pm at TISA, 123 Manzanares St. Taos. Please call 758-7755 for more information.

GC Members Present:

GC Members Absent:

AGENDA

I. Call to order and establish quorum

II. Action Item - Approval of agenda

III. Public Comments - Please sign the Public Attendance Sheet and limit public comments to 2 to 4 minutes.

IV. Discussion of facility options

Action item: Hiring of a negotiator

V. Committee Reports

- Building committee report
- Foundation report
- Other

VI. Discussion of future special meetings

Action item: Schedule of future special meetings through the spring

VII. Discussion of next steps in Executive Director hiring

VIII. Next meeting agenda items

IX. Adjournment

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GC Members Present: Shelly Ratigan, President, Jennifer Hull, Secretary, Lee Backer, Vice President, Chris Pieper

GC Members Absent:

Staff Members: Warren Kelly

AGENDA

I. Call to order and establish quorum

Shelly called to order a quorum at 6:04 p.m.

II. Action Item - Approval of agenda

Jennifer Hull made a motion to approve the agenda. Lee Backer seconded.

Roll call vote: Aye votes: Shelly Ratigan, Lee Backer, Jennifer Hull. No votes: 0. Abstaining votes: 0. Motion carried 3-0.

III. Public Comments - Please sign the Public Attendance Sheet and limit public comments to 2 to 4 minutes.

Alison would like to say that she would like to move forward for the Don Fernando building. Molly is concerned with the parking pick up and drop off. Shelly says this has been addressed and it can work. Linda says for the special use permit you need to address the pick-up and drop off location. Molly would like to know if we can have an inspector come and walk the property if and when we get into a lease to make sure the building is up to par. Warren adds that Tim Maestas would walk the property from Poms and Associates that we currently work with. Linda and Shelly state that an inspection would need to be done before we could get insured by anyone.

IV. Discussion of facility options

Action item: Hiring of a negotiator

It has been asked that the board hire a professional negotiator. Linda Seto discussed that the recommendation from the building committee is to hire a negotiator. Linda thinks a lawyer like Patty Matthews and Patty Fox would be best. Linda said it would save time and we need to know all the legalities and special permit process and working with the state. Shelly thinks that the board would strongly consider Patty Matthews after working with her for the training.

Chris says there are a lot of details and would need someone to deal with all of this like dealing with the town council. Chris met with Cindy Spray in charge of arts and cultural plan and an advocate of TISA. Chris mentions that there are other interested parties in the Don Fernando property. Chris hands out the resolution of the plan to familiarize the board with it. Molly says the meeting is the 19th and the 21st and anyone is welcome to attend to hear about the infill of the Don Fernando.

Chris Pieper made a motion to make Patty Matthews the negotiator for the Don Fernando property. Jennifer Hull second. Roll call vote: Aye votes: Shelly Ratigan, Lee Backer, Jennifer Hull, Chris Pieper. No votes: 0. Abstaining votes: 0. Motion carried 4-0.

V. Committee Reports

• **Building committee report**

Linda thinks it would behoove us to get on the towns agenda and speak about our plans, etc. The town would like to see the tenant be responsible for all general maintenance and let there be a space for the town to hold meetings. Chris states that Steve said a school like TISA would be ideal. We as a school would also need to show financial stability. Linda talked with Steve and the PSFA, there are 3 rooms that would be useable for rooms. There is a workout room right now that we could turn into a 4th classroom that could only hold 16 students. Shelly wants Sandy to help with the answer of the

size of the classes or Warren. Last year's utilities, Gas, \$3500, \$6300 electric, water. The rent would establish by per square foot by whatever the market is. If you can show that you are using the space to interface with the community would mean they could look at the rent a month and the rent would be different than on the paper. Shelly says we have a report, what's next and can we have a timeline. Linda thinks we need to be at the town council meeting when they are talking about it. Shelly says by tomorrow, Thursday 2/7 we need to know what we need to do next to move forward. Steve said the process for the proposal is, it will be posted on website, window for response, then reviewed by Mayor, Manager, and town Council. Linda said during the walkthrough issues and questions were brought up with the roof not being repaired since 1973, the bathrooms are not handicap accessible, the heating and cooling systems. Warren says the building shows the draft of plans and then we can make a work plan to get them done for an E occupancy. Shelly thinks an architect would be hired to draft the plans. The building committee has come to the conclusion that this would not be a permanent site and the town would not be interested in selling this property, rent only. Lee asks the board if this is not a permanent location, what is the advantage. Shelly states the lease will be much lower than La Posta, also that the location meets the charter of being in the downtown location. Jeanette Henshaw states that the La Posta is not a well working location for the children right now. Jeanette has seen the Don Fernando location and believes that the space is sufficient for special classes, room for a small cafeteria, an outdoor porch. Linda can see partnering with High Altitude Athletics for PE, etc. Linda said the Battan Hall was walked through by PFSA and is a much newer building that might be a possibility. Linda said that the Battan Hall was rented out for a convention in late August so that would need to be looked at for what might need to happen. Alison thinks that promoting the school with other events would be great for the school. Warren asks that since High Altitude is in the same building, do the utilities have separate meters and if not, how you go about splitting them. Shelly will talk with Steve, who will go to the town meeting on next Tuesday at 6:30 at the town council chambers. Shelly needs to look at her schedule but would be willing to go along with Chris Pieper and possible Jennifer Hull. Jennifer Hull will contact Patty Matthews to let her know we would like to hire her. Lee will call the 3 council members he knows.

- Foundation report

Molly says we have a small amount of money like \$250. Linda would like to use that money to generate more money. Status on nonprofit designation is that they have only got to the March 2012 application and we are in the fourth category because we need to still give more detail and we will be assigned a technician to help us submit the correct approvals.

- Other

VI. Discussion of future special meetings

Action item: Schedule of future special meetings through the spring

Wednesday February 27th next special meeting, director and facility-every two weeks

VII. Discussion of next steps in Executive Director hiring

We have our first recommendation for an Executive Director. Shelly and Jennifer would like for Nicole to run ads in the Taos News and we will also run ads nationally.

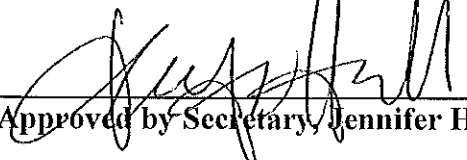
VIII. Next meeting agenda items

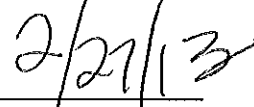
Reviewing next step

Wednesday, February 13th next regular board meeting

IX. Adjournment

Lee Backer made a motion to adjourn the meeting at 7:17 and Jennifer Hull second.


Approved by Secretary, Jennifer Hull


Date