

# NORTHERN NEW MEXICO COLLEGE

## BOARD OF REGENTS MEETING

August 2, 2016

### **I. CALL TO ORDER**

A regular meeting of the Board of Regents of Northern New Mexico College was held on Thursday, August 2, 2016, in the Boardroom of Northern New Mexico College, Espanola Campus. Regents present: Rosario (Chayo) Garcia, Damian L. Martinez, Esq., Kevin F. Powers and Melinda DeHerrera. Board President Rosario (Chayo) Garcia called the meeting to order at 1:02PM.

Northern New Mexico College staff present: Interim President Domingo Sanchez, III; Incoming President, Dr. Richard Bailey; Dr. Ivan Lopez Hurtado, Provost & Vice President for Academic Affairs; Henrietta Trujillo, Director of Financial Services; Chris Trujillo, IT; Jimi Montoya, Director of IT; Ryan Cordova; Athletic Director, Men's Basketball Coach; Terry Mulert, Foundation Director; Sandy Krolick, Creative Director, Communications and Marketing; Evette Abeyta, Budget Analyst; Sara McCormick, Recruiter/Admissions; David Lindblom, Creative Director of Canal Seis; Ken Dvorak, Director, Center for Distance Education; Kathleen Sena, Registrar; and Amy Pena, Executive Assistant to the President and Recording Secretary. Faculty Present: Dr. Ulises Ricoy; Heather Winterer; and Anna X Gutierrez-Sisneros. Others present: Ariel Carmona, Rio Grande Sun; Ted Koetter; Student Senate Vice President; Jake Arnold, Dr. Hugh Prather and Tim Crone.

### **II. APPROVAL OF AGENDA**

**Regent Powers moved for the approval of the Agenda as amended. Regents DeHerrera and Regent Martinez asked that Bylaws and International Travel Request be removed from the Agenda. Motion passed unanimously.**

### **III. COMMENTS FROM THE BOARD**

#### **A. Board Committees**

Regent DeHerrera stated the Academic Affairs and Student Affairs Committee began discussing the Bylaws, which are not ready for any action because changes that need to occur. The Committee will review the Bylaws and the Committee will give input.

Regent DeHerrera stated the Committee also discussed a couple of certificates that Dr. Lopez will discuss in the Board of Regents Meeting. Regent Garcia asked if these were certificates for classes. Regent DeHerrera stated they are certificates the College offers and Dr. Lopez will speak about further.

Regent DeHerrera stated the Committee discussed the Faculty Handbook, which is in process, and the Committee also discussed housing. There is an issue regarding housing students Athletic Director Ryan Cordova has brought into the college which have added to the enrollment numbers. Interim President Sanchez stated the College is discussing different options, which are looking hopeful. The College is hoping to house the majority of the students that are coming but is still lacking a couple of places to house students

still interested in coming. Regent Garcia asked how many more students need housing. Regent DeHerrera stated 12 double, 24 students in three bedrooms. Regent Garcia asked how many more are lacking. Ryan Cordova, Athletic Director stated the College is still looking at housing approximately 15 students. There are some students who are not athletes that are contacting the College so Mr. Cordova is trying to assist them as well. Mr. Cordova will be meeting with Las Lomas to see if they could find additional housing for the College. Currently they are crammed in four to a room to make ends meet. Regent DeHerrera stated this has been an issue that will bring the enrollment numbers up and the College has to find a place for students.

Regent Powers stated he does not have anything to report specifically for the Audit, Finance and Facilities Committee other than what is on the Agenda from the Committee. Regent Powers stated the Committee did discuss housing and it is still an active discussion item for the Committee.

Regent Powers stated, not related to the Committee, but related to something happening at the State level, a group of Regents are working to form a coalition of Regents for the State, which will help to coordinate efforts in the Higher Education area. The State School Boards has a group and there are a number of governing boards throughout the State that help coordinate and educate and do other things to assist Regents that are appointed to boards who in some cases do not have any background, do not have any training in the area. It would be envisioned that this group would do things similar to what the School Board Association does on a smaller scale. All Regents would be eligible to participate. There would be some nominal fees that would need to be paid (hundreds of dollars, not thousands). The exploratory group has had one meeting, another meeting has not been scheduled yet but they are anticipating having another meeting in September. They are currently working on the Constitution and Bylaws and hopefully by the end of the year there will be something in place and they can start to do some good.

#### **IV. PRESIDENT'S REPORT AND ANNOUNCEMENTS**

Interim President Sanchez stated Celebrate Northern was placed on the Agenda to be able to share publicly some of the good things going on at Northern and some of the community activities that the College is involved in.

Interim President Sanchez stated for the first time and this is again in terms of working with students, the College is working on a Spring Break trip so students will have the opportunity to do some international travel. This will be a trip to Costa Rica, a 9-day trip and there are payment plans that afford students an opportunity if they want to participate to start paying with enough time that it is not a big hit all at once. It also offers them insurance in case their flights are cancelled, baggage is lost or if something happens and they need to bail out, there is some flexibility in terms of people needing to role with life's punches. There will also be sponsors from the College, the more participants, the more opportunity to get a few more chaperones covered in the cost. This gives the College an opportunity to offer students some of the things that could be enjoyed at some of the other institutions.

Sara McCormick, Recruiter stated her background is in Internationalization. That basically is inbound and outbound programming. Ms. McCormick works with international students that come and her hope is eventually start faculty led international programming at the College. This is a pilot program partnering in collaboration with Education First, a reputable third party provider that works with colleges that may not have a study abroad program per se. This nine day total immersion trip in Costa Rica trip is an opportunity for students to be culturally immersed and this gives multiple perspectives into other cultures, the world is bigger



than the US. It is important for the College's students to have the cultural awareness about another culture. There is a cost for the trip and the College is talking about fundraising, crowd funding, and personal fundraising as opportunities. If this goes well for faculty led programming it would be linked to a course and portion of that course would be abroad for credit and federal financial aid can be used to help fund that faculty led course. This is also open to faculty, staff and community members and there will be more informational sessions.

Interim President Sanchez stated he attended the Council of University Presidents (CUP) Retreat. It was a good event and there were a lot of speakers who gave the Presidents updates on the issues that are facing the State in terms of the Operating Budget. There was an article in the Albuquerque Journal that talked about how the State between FY16 and FY17 could be experiencing a shortfall as high as \$600,000. The issue will be discussed the upcoming Special Session, it is likely to be a legislative session to address FY16's deficit. There was a lot of discussion of the reserves being very low and the concerns of what the Colleges would be doing as it got into the current operating year. Interim President Sanchez has heard several different things about what the College may or may not be facing in terms of budget cuts. There is discussion about trying to keep Higher Education out of the mix, about no one is immune from the process. Some of the discussion was depending or not if the Public Education Department and the Public Schools are included, that could affect the amount, if the College is included, the College could take a hit on. There were key legislators from the Senate Finance Committee, House Appropriation and Finance and from the Legislative Finance Committee giving the Presidents their perspectives and they were not pulling any punches in terms of the dialogue. It is not a good picture financially. Gas prices which drive about 36%-40% of the State's revenues is down. The Presidents also received a good overview from the Secretary of Higher Education who gave the Presidents an outline of the different legislative issues that they would be taking forward and asking the Presidents support on. One of the issues, which is important to the College, is dual credit and they will be talking more as they get more information on and get more copies of the legislation so the College can start planning for the legislature in January.

Interim President Sanchez stated CUP also discussed general housekeeping, budget for CUP and some of the strategic initiatives. They were also discussing the upcoming Legislative Finance Committee meeting and they will be revisiting the State's revenues at that meeting. The new revenues will be out then and they have encouraged CUP to be there to show support for Higher Education and voice concerns to the extent they have the opportunity.

Regent Garcia stated she would like to welcome Dr. Bailey to the College family and she stated she is excited. Dr. Bailey stated he is excited even with this news but the College will get through this. Dr. Bailey stated he is honored and humbled to be at the College.

#### **A. Celebrate Northern**

Terry Mulert, Director of Northern New Mexico College Foundation stated the Foundation has been convening for the last year and a half a series of orderly roundtable discussions. Senator Udall's Office, Senator Heinrich's Office and Congressman Lujan's Office representatives have been regular attendees at these discussions. Mr. Mulert stated he has been having discussions with Jen Manzanares about the possibility of coordinating an event at the College, which the College will host, along with some major legislation that is being launched in Washington. That culminated July 16, 2016 at the College and there were 175 people on campus. There was representation from nine different counties and 14 different nonprofits, Regent DeHerrera was in attendance and a number of the College's colleagues were there. It was an amazing

event and Mr. Mulert was humbled to be part of it and grateful to be included. The title was "Healthy Communities Forum - A Conversation About Substance Use And Mental Health Issues in Northern New Mexico." It featured an open space format where it convened in the Center for Fine Arts. Zia Credit and Century Bank sponsored coffee and danishes in the morning and lunch for 250-300 people. There was a 45 minute general discussion and then broke into groups throughout the campus.

Ana Gutierrez Sisneros, Mental Health Councilor stated she was humbled by being able to make a table called "table of memories" in honor of people who have passed on or who are in recovery in the College, the city and the county. It was a beautiful experience. Ms. Sisneros was able to moderate one of the open space dialogues. Ms. Gutierrez stated she could not wait to see the final report to see what comes out of it and thanked Mr. Mulert for inviting her to participate.

Ryan Cordova, Athletic Director stated he had the opportunity to participate and it was important as far as opening his eyes to the problems in the community. Mr. Cordova stated an example was a young man who came to his group who stated there are programs that last so long and if he calls they set up a meeting in three weeks. If he calls his dealer he will meet him half way in five minutes. It is easier to get the product than it is to get help. This was identified as one of the biggest problems that they face. Bringing those things to reality was an eye opener for Mr. Cordova. Mr. Cordova thanked Mr. Mulert and Congressman Lujan's Office for setting this up.

Regent DeHerrera stated there was a certain amount of time to open the meeting and she felt it was a lot of time but once people started expressing themselves and their concerns, before they knew it time was up. Regent DeHerrera stated she is proud that the College housed this and it needed to be brought to the forefront since long before and hopefully the College will continue it and hopefully it will excel and the group will come up with some conclusions that will help the community because the community needs this. Regent DeHerrera thanked Mr. Mulert and Congressman Lujan's Office for doing this and starting this process. Everyone needs this and everyone knows somebody.

Mr. Mulert stated this is another example of the key leadership roles that this College plays in the valley and regionally. The College is an incredible asset to the community and leaders and this is one way the College stepped up. The College did not charge the Congressman's Office any money for this event and it was a wonderful event.

Mr. Mulert gave the Board of Regents a save the date marketing piece for the Gala. Mr. Mulert thanked Sandy Krolick for her help on this project. Mr. Mulert stated Hector Balderas will be at the Gala and Incoming President Bailey will also be featured and will address the crowd.

## **V. APPROVAL OF THE MINUTES**

**Regent Martinez moved for approval of the minutes as presented (June 30, 2016). Motion passed unanimously.**



## **VI. STAFF REPORTS**

### **A. Vice President for Finance & Administration**

#### **1. Fiscal Watch**

Interim President Sanchez stated the College is required by the Higher Education Department (HED) to provide these reports on a quarterly basis, there are four different types of reports and the Fiscal Watch Reports that are presented are those reports in the formats as prescribed. The thing the College does for the Board of Regents is provide these reports on a monthly basis even if they are only required to be submitted to the State on a quarterly basis, the College reviews them monthly and does not want to be only looking at numbers on a quarterly basis.

Interim President Sanchez stated a lot of the details in these reports are not reviewed in this meetings and the reason for this is the Audit/Finance/Facilities Committee meets each month before the Board Meeting and the information is reviewed in detail. There are certain numbers the College points out at the Board Meeting because it gives the Board of Regents a sense of where the College is cash wise and fund balance wise because of the history we have experienced at the College. Interim President Sanchez stated cash is at almost \$2M at the end of the fiscal year that is with all the bills essentially paid. Last year at this time, the College had about \$586,000 in cash and the increase from last year and this year is about \$1.3M.

Interim President Sanchez stated under unrestricted, the College is currently at an unrestricted fund balance of over \$1M, last year for all the funds the College was at negative \$557,000.

Interim President Sanchez stated the reports are in a format that is required, budget to actual comparison as prescribed by HED. The College has one item in the report and it is in yellow, it is the same report. The difference between the yellow report and the other is the College keeps a running total of all the Budget Adjustments that the College makes during the process of each month and this is for the Board of Regents to know where the College is at during any given time within the year. The College only processes Budget Adjustment Requests (BARs) through HED twice a year. The College gets an opportunity in December and the first report (page 15) gets adjusted for whatever the BAR that was processed and approved was and the College gets another chance to provide another BAR on May 1 when the Operating Budget is submitted. In the meantime, there is a lot of activity going on day to day within the departments. The College wants to make sure it is captured and the Board of Regents sees it.

Interim President Sanchez stated for the first time in many years, the College will be looking at a positive fund balance, which is a good thing. There are a few audit adjustments that get made, there are a few other clean up areas that the College will be processing information on in the next few weeks before it gets the trial balances handed over to the auditors that will have that number going up a little or down a little. Instead of a \$1.5M it could be a little higher or a little lower. This is pretty common. There are essentially buckets of activity that make up those fiscal watch reports. One is unrestricted (page 19 attached) and unrestricted activity is where the College sees a lot of opportunity to do good things in terms of the fund balances and it is an opportunity to see money taken away if you are not watching auxiliaries or restricted activities. The emphasis on these areas is important and the College is pretty stingy on taking any money out of unrestricted for these other activities unnecessarily. This is why the internal controls that the College has developed are monitoring the Capital Outlay projects and just different activities, even in terms of Grants because you want

to make sure your expenditures in the Grant areas are allowable expenditures. The College does not want to be taking unnecessary hits against this unrestricted fund balance because the College has not done its due diligence in the other areas.

Interim President Sanchez stated this year at the end of the year the College is at \$15.1M in revenue compared to last year, the College is down about \$300,000. Looking at expenditures the College is at \$13M compared to almost \$14M last year so the expenditures, although the revenues are down, the College has reduced expenditures by almost \$700,000. Last year at this time in unrestricted the College had \$117,000 negative fund balance and this year the College is at \$1.4M.

Interim President Sanchez stated regarding the unrestricted auxiliary activity last year at this time the College had \$1.2M in revenue and this year approximately \$1M. Expenditures last year were at \$1.6M and this year \$1.4M. This year the auxiliaries have a fund balance of \$73,000 and last year they were negative. There was a little improvement despite the fact that the College has seen a reduction in the revenues that it has in auxiliary activities.

Interim President Sanchez stated regarding Grants they are activities driven by the different departments and the different institutional Grants the College has. Last year the College was at \$4.3M and this year \$4.2. Expenditures are generally right in line if the College is doing its job and recouping reimbursements for booking our receivables, they should zero out.

Interim President Sanchez stated regarding Financial Aid, which is like a Grant, money in and money out, the College was at \$3.9M last year and this year it is at \$3.7M in terms of revenue. Expenditures last year were at \$4.2M and this year \$3.8M. There is a negative fund balance of \$15,000 in student aid, last year it broke even. The College is not done with all the adjustments and it could zero out.

Interim President Sanchez stated regarding the unexpended plant funds, which are dollars, which come from special appropriations from the legislator or BR&R and ER&R monies. This year the College did not go up on total revenue, \$5,000 last year and \$5,800 this year. Expenditures are up by approximately \$70,000. The College is at \$213,000 this year. There is a fund balance in this particular fund but there was a fair amount of activity that has really occurred in the last month. This year the College has a lot of construction going on so these numbers are going to be healthy in terms of numbers on the reports when the College starts reporting the month of July.

Interim President Sanchez stated there is a large amount of construction that is going to happen in the building and those dollars are going to be close to \$2M. The College had a lot of money used for infrastructure. There is an election for \$1M in General Obligation Bonds in November that the College is hoping the community will support that will give the College more money for the infrastructure for the College assuming it passes. The College is already working with the Bond Committee that CUP works closely with to identify the types of ads the College will have. The College has identified the billboards it will be using. Some of the costs for this will be reimbursed and some will not. This is an important part of the process in order to ensure the public is aware of what kinds of things would benefit the community. A lot more will be heard going into November.

**Regent Powers moved for approval of the Fiscal Watch Reports as presented. Regent Martinez - second. Motion passed unanimously.**



2. Budget Adjustment Requests (BARs)

Interim President Sanchez reviewed the Budget Adjustment Reports (BARs) for the Board of Regents. In order for the College to spend money it has to do budget and budget adjustment requests if there is money being moved from line item to line item. The College processes BARs on an ongoing basis and what is done is the College reports each month to the Board of Regents the activity. There are only five BARS included in this packet. In the past the College was processing 450 BARS and now approximately 100 less. The reason for this is the departments has gotten better at managing the process and understanding how to manage their monies and what line items the money should be in.

**Regent Powers moved for approval of the BARs as presented. Second - Regent Martinez. Motion passed unanimously.**

3. Disposition of College Property

Interim President Sanchez reviewed the Disposal of College property. Interim President Sanchez stated this is a standing item on the Board of Regents Agenda. There are a lot of formalities the College has to follow. The College follows the process, get the Board of Regent's approval and continue getting the additional approvals needed. Interim President Sanchez stated on these items although the documents states "Items for Disposal Stored at Automotive and Teacher Ed Bldg." the College is not disposing of the auto equipment it is just for items stored there because there are areas that are covered so these items can be stored. There are a number of things the College has been looking at within the hallways to get rid of. Each month the College gets rid of a little more. Regent DeHerrera asked how often the College has auctions for the items. Interim President Sanchez stated the College does not have auctions very often, the last one was last summer and when the College does have them it likes to have it on campus to give people an opportunity to take things so there is less for the College to toss if people are not interested in it. Some is junk and some has value to some people. In some cases there is a lot of metal to get recycled. There are times when the College has opportunities to piggyback on a State auction or local government auction. There are a number of different options. Regent DeHerrera asked how long items are stored. Interim President Sanchez stated sometimes for a year or longer. There are some things stored for 30-40 years. Regent DeHerrera asked if items get approved and just sit there. Interim President Sanchez stated they are not, there are a lot of items that are still out there that the College has not been able to get to. The College focuses on items that are in the way or visible. In some cases, the College goes beyond that and looks at other storage areas that are not necessarily classrooms but there is a good pile of items in that area. It will be a work in progress for years.

**Regent DeHerrera moved for approval of the items for Disposition as presented by the staff. Second - Regent Martinez. Motion passed unanimously.**

Interim President Sanchez stated the last item Bylaws was removed from the Agenda because there is a lot of work to be done. Regent DeHerrera asked if they would go back to Committee. Interim President Sanchez stated they would when all the adjustments were made. Regent Martinez asked if there could be a work session on the Bylaws so they could be discussed. Regent Garcia stated the Board would do so.

B. Provost and Vice President for Academic Affairs

1. Sabbatical Request

Regent Garcia welcomed Interim Provost/VPPAA Dr. Ivan Lopez Hurtado to the Board of Regents Meeting. Dr. Lopez recommended Sabbatical Leave for Dr. Heather Winterer. Dr. Winterer is with the College of Arts & Sciences and she is requesting a Sabbatical for the spring of 2017 to work on two manuscripts that hopefully will be published. This is exactly the type of work that Dr. Lopez is interested in promoting. This is the opportunity to give faculty members professional development. In this particular case, Dr. Winterer is going to be able to connect with a group of artists and writers. This professional development is the one they bring back to the classroom and makes the academic experience for the students more valuable. For Dr. Lopez this is very important to bring this to the Board of Regents attention for a recommendation to be approved. This request followed the processes but the way the process works is that it has to be submitted at least nine months prior to the Sabbatical Leave. The College will need to work on the processes because this was not caught when the College was doing the budget hearings. When the College was discussing this, the budget was not allocated for a Sabbatical Leave and Dr. Lopez is not talking about the faculty salary because that is some cost. What Dr. Lopez is talking about is the replacement cost for the adjuncts that need to be hired to cover the courses that are not going to be taught during these six months. Dr. Lopez brought the proposal to the Deans and everybody gave from their line items, because they see the value, they all decided to cooperate with \$2,500 from their adjunct lines. Dr. Lopez stated he is explaining this to the Board of Regents so they understand the meaning of Sabbatical Leave and how it affects faculty members. This type of leaves have not been approved in 10 years except for the one approved last semester and Dr. Lopez hopes this is the initiation is something that is really common in academia. Dr. Lopez asked Dr. Ulises Ricoy or Dr. Winterer to add to comments.

Dr. Winterer stated she is sure that everyone is familiar with the terrible saying "those who can't teach." Dr. Winterer stated she does not believe this is true, she believes teaching in itself is an art but she also thinks it is important for students to see faculty as active practitioners of the discipline they are teaching. Dr. Winterer would appreciate the opportunity and would not waste one minute of it.

Dr. Ricoy stated he fully supports Dr. Lopez remarks. Dr. Ricoy put together, now that he is the Interim Dean of Arts and Sciences, a document that is called a Strategic Vision and Plan and he includes a Mission, a Vision and Learning Goals and Outcomes. It is a working document, which Dr. Ricoy will share with the Board of Regents. One of the goals is life long learning and he believes that in Northern New Mexico, particularly in Espanola, the College is a unique community serving institution. Dr. Ricoy would love to see a culture where the words sabbatical, research, scholarly activities are understood by the general public, by the Board by the students and valued. It is an investment.

Interim President Sanchez stated on the heels of what Dr. Lopez mentioned, this has not been done in ten years. The College has been positioned in a good way that this is an important investment that the College needs to be making for the faculty and all the things Interim President Sanchez has heard about Dr. Winterer have been very good. A lot of the faculty have been waiting for the opportunity for the College to start putting this online and this is another issue, in terms of the institutions growth, just like giving students an opportunity to take trips out of the country, these are things, when looking at Northern, everyone should be afforded the same opportunities that you get at any other institution and this is an important part of



this. Interim President Sanchez thanked Dr. Lopez and Dr. Winterer for all the hard work. Interim President Sanchez recommends Board approval.

**Regent Powers moved for approval of Sabbatical Leave. Second - Regent Martinez. Motion passed unanimously.**

Regent DeHerrera asked how many classes would need to be covered. Dr. Lopez stated replacement cost for 12 credit hours - one semester (spring 2017). It is \$10,000 replacement cost and each College gave \$2,500 from their adjunct line.

## 2. International Travel Request

Interim President Sanchez stated due to a family emergency, the student needed to cancel. This item was removed from the Agenda.

## **VII. EXECUTIVE SESSION**

Regent Garcia asked if the Board of Regents needed to meet in Executive Session. Regent Martinez asked if part of the Work Study Session is Executive Session because the Board of Regents will be discussing the Contract. Regent Martinez stated he believed part of it is because the Board of Regents will work out parameters. Regent Powers stated maybe the first part. Regent Powers agreed. Regent Martinez asked which part would take the longest, the closed part. Regent Garcia asked for Dr. Prather to figure out what needs to be done during the break.

The Board of Regents took a break from 1:55PM to 2:15PM.

## **VIII. POSSIBLE ACTION ON EXECUTIVE SESSION**

None

## **IX. BOARD OF REGENTS WORK STUDY SESSION**

Regent Garcia stated the next section of the Board of Regents Meeting is a work session for the Board of Regents. Item C will be pulled off this section because it should be discussed in Executive Session and will be discussed at a later date. This next session is also for discussion and no action will be taken. Dr. Hugh Prather agreed.

Dr. Prather stated this session will be focused on something that is one of the greatest gifts can give its new leader and that is time together with them to discuss the way they are going to approach communicating and problem solving. The Myers Briggs Type Indicator will be used for the session. The Regents have taken the Myers Briggs as has President Bailey and they will be participating in this session and studying how they will be using that information to help them effectively communicate with one another over the course of this we hope long and successful tenure at the College. The second phased that the Board of Regents and Dr. Bailey will move into will be to utilize some very interesting information that was a gift from a community on April 28, 2016 prior to the session when the Regents commissioned a series of community forums. At the community forum on the 18th, the community members present were asked to provide the questions the new

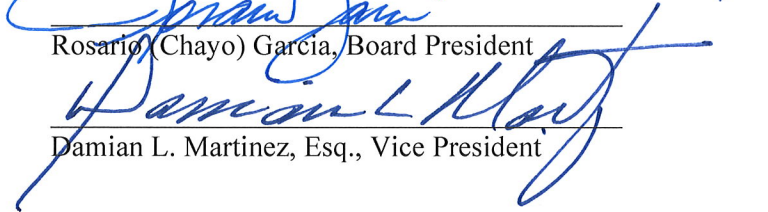
president should be asked. From that were some interesting perceptions from the community about things that were powerful and important and so Dr. Prather will be using this as a basis for the Regents to explore with Dr. Bailey what some prospective goals might be that he would bring back to the Regents at a subsequent time. At a later time Dr. Prather will be able to work with the Regents on some of the research that Dr. Prather has done on best practices related to CEO evaluations and how that process works and lay that one the table that is totally acceptable to everybody so they can explore a policy based and role based evaluation process that can give him feedback and at the same time make it a very productive relationship over time. Dr. Prather stated this is what will be going on and began the Work Session using the Myers Briggs.

**X. ADJOURNMENT**

**Regent Martinez moved to adjourn. Motion passed unanimously. The Board of Regents Meeting adjourned at 4:09PM.**

APPROVED:

  
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Rosario (Chayo) Garcia, Board President

  
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Damian L. Martinez, Esq., Vice President