

**NATIONAL HISPANIC CULTURAL CENTER
BOARD OF DIRECTORS MEETING
MINUTES for DECEMBER 10, 2015**

A meeting of the National Hispanic Cultural Center Board of Directors was held on Thursday, December 10, 2015, at the National Hispanic Cultural Center, Salon Ortega, at 1701 4th Street SW, Albuquerque, NM 87102.

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I. Social Lunch (12:00pm)

II. Administrative Actions (1:00pm)

Call to Order and Roll Call Christopher Saucedo

Board President Christopher Saucedo called the meeting to order at 1:15pm with the following individuals in attendance:

Board Members: Christopher Saucedo, Phil Archuleta, Sarah Brown, Darren Cordova, Albert Gallegos, Annette Garcia, Margie Huerta, Paul Maestas, Brookes McIntyre, Bill Miera, Carolyn Ortega, Yvett Vasquez Elias, and Rebecca L. Avitia (non-voting, ex-officio). (The following Board Members were not present for the meeting: Kirk Clifton, Carl Foster, and LeeAnna Fresquez.)

Guests: TKO Marketing Representatives, Raul Garza & Tina Dunk, NHCC Deputy Director Alberto Cuessy, NHCC Visual Arts Director Tey Marianna Nunn, NHCC Marketing Officer Jessica Sanchez, NHCC Graphic Designer Jon Lujan, NHCC Board Administrator Rosemary Garcia, Assistant Attorney General Jennifer Salazar (by phone), NHCC Foundation Director Anna Sanchez, and DCA Cabinet Secretary Veronica Gonzales.

Public & Staff: NHCC Visual Arts Chief Registrar David Gabel, NHCC Archivist Anna Uremovich, NHCC Education Director Elsa Menendez, NHCC Educators David Torres and Elena Baca, NHCC Performing Arts Directors Joseph Wasson and Reeve Love, and NHCC Docents Betty Jo Chavez and Marcella Gutierrez.

Approval of Agenda Christopher Saucedo

Albert Gallegos made a motion to accept the agenda, with the Foundation report moved up to top of the Reports. Paul Maestas seconded the motion, and it passed unanimously.

Approval of November Board Meeting Minutes Christopher Saucedo

Gallegos made a motion to accept the minutes. Carolyn Ortega seconded the motion, and it passed unanimously.

II. Business Items

New Business

- Presentation of New NHCC Website TKO Marketing

NHCC Marketing Officer Jessica Sanchez introduced TKO Marketing representatives Raul Garza and Tina Dunk. Garza and Dunk then showcased the new NHCC website and its dynamic and mobile features. ~~The new website is live as of today, December 1, 2015.~~ Sanchez and NHCC Graphic Designer Jon Lujan presented upcoming ad comps planned for a national campaign.

- Presentation of Visual Arts Acquisitions.....Tey Marianna Nunn

Visual Arts Program Director Tey Marianna Nunn presented the acquisitions contained in Board materials (which includes a major acquisition of Luis Tapia's A Slice of American Pie, which was made possible by New Mexico Arts), as well as an acquisition omitted from the Board materials but presented in the meeting of Miguel Gandert's artwork entitled Ninas y Ninos. **Brookes McIntyre moved to accept the acquisitions presented by Dr. Nunn. Margie Huerta seconded the motion, and it passed unanimously.**

- Presentation of History and Literary Arts Acquisitions...Rebecca Avitia

Avitia presented the hybrid acquisitions contained in Board materials, donated by Holly Barnett-Sanchez for use by the Visual Arts Program. Dr. Nunn explained the importance and relevance of the collection and its research-use for the Visual Arts Program. **Bill Miera moved to accept the acquisition for the use of the Visual Arts Program. Sarah Brown seconded the motion, and it passed unanimously.**

- Authority to Accept End-of-Year Acquisitions.....Rebecca Avitia

Gallegos moved to grant authority to the NHCC Executive Director to accept visual arts, history and literary arts acquisitions on behalf of the Board of Directors from December 10, 2015 through December 31, 2015, subject to review by the Collections Committee. Ortega seconded the motion, and it passed unanimously.

- Presentation of NHCC Lease of Premises to NHCC Foundation
.....Rebecca Avitia

Saucedo provided a synopsis of the appraisal. Avitia provided a summary of the Lease, and requested that it be modified in paragraph 1, of page 1, to state 2,006 square feet.

Darren Cordova moved to approve the resolution approving the lease with the following revisions: deleting "of directors" in the seventh Whereas clause of the resolution; changing page 1, paragraph 1, of the Lease to state 2,006 square feet; to delete any portions of page 9, paragraph 40 of the Lease permitted by the Board of Finance; and revising the resolution to add the following language in the final whereas clause: be it further resolved that the BOD agrees to accept any non-substantive changes to the Lease requested by the Board of Finance. Garcia seconded the motion, and it passed unanimously.

Miera then moved to authorize the NHCC Executive Director to accept in-kind goods or services as consideration under the Lease on behalf of the Board, as set forth in page 2, paragraph 5(d). Brown seconded the motion, and it passed unanimously.

Old Business

- Update on Security Procedures Negotiation and Training
.....Rebecca Avitia

Avitia informed the Board of NHCC staff and volunteer efforts to review, revise and train on the procedures. Gallegos suggested notifying State Risk of these procedures and training to see if insurance premiums might be reduced.

IV. Reports

Board President's Report.....Christopher Saucedo

Saucedo reported as follows: The Board and volunteers were thanked for attending the Legislative Finance Committee hearing in November, and encouraged Board members to assist with the upcoming legislative session with him. Adrian Gomez was congratulated on being named the new Arts Editor for the Albuquerque Journal. And the Board was provided membership application packets prepared by McIntyre, to encourage every Board member to join the Foundation, and these were passed out.

Saucedo also reported out on the NHCC Executive Director annual review from July, commending Avitia for her ability to interact with the community and enhance the image of the NHCC and ability to collaborate with the Foundation. Based on its review, the Board further expresses publically its confidence in the NHCC Executive Director, and asks the DCA Cabinet Secretary to note the outstanding achievements of the NHCC Executive Director.

In closing, Saucedo expressed his happiness at the positive state of the NHCC and how fun it is now to be on the Board.

DCA Report.....Cabinet Secretary Veronica Gonzales

Cabinet Secretary Veronica Gonzales reported as follows.

Alana Moriarty was introduced, and Secretary Gonzales reported on the work the two will be doing to move forward projects discussed during the Secretary's trip to Mexico. Secretary Gonzales also thanked the Board for attending the November 19 Legislative Finance Committee hearing, and described DCA's priorities in the upcoming legislative session.

Claudia Gallardo Campbell is Chief of Operating and Protocol for DCA and she has been spending two days a week at the NHCC in the History and Literary Arts Building at NHCC. Museums and Historic Sites Winter Guide is being published for the first time

Governor Susana Martinez has been to the NHCC twice in the past week. The first was to unveil the NHCC's Heart Gallery. The second was to award New Mexico True heroes.

Board Secretary's Report

- Completion of Financial Disclosure Forms for Calendar Year 2016

McIntyre noted that most Board members need to submit their 2016 Financial Disclosure statement, and provided copies for those who needed one. McIntyre asked that everyone please send disclosures to Rosemary Garcia, and she will submit them for everyone. If anyone isn't sure whether they have submitted the disclosures, they can ask Rosemary Garcia.

McIntyre also asked Jennifer Salazar to consider whether the Foundation-appointed Board members need to sign the Code of Ethics and provide the Financial Disclosures.

Board Attorney's Report Jennifer Salazar

Salazar reminded Board members that if they intend to lobby the legislature, they need to register with the Secretary of State.

NHCC Executive Director's Report Rebecca Avitia

- Programming Highlights, Strategic Plan Progress Report, Code of Conduct Update

Avitia introduced the new archivist Anna Uremovich. She also updated the Board on the Code of Conduct for the Center, which is pending with the DCA General Counsel. Finally, she referred the Board to the strategic plan update in the Board materials.

NHCC Deputy Director's Report Alberto Cuessy

- Attendance & Revenue Report Update, and Capital Projects Report

NHCC Deputy Director Cuessy informed the Board that he will be presenting attendance and revenue reports on a quarterly basis, rather than bi-monthly.

On Capital Projects, Cuessy stated as follows: Lighting in the parking lot has been secured and should be installed by end of January 2016. Architectural drawings are complete for the Memorial Park, and we expect construction bids by end of December 2015 with completion by summer 2016. A contract has been awarded to Sites Southwest to design the Central Dirt Lot area, and a conceptual design is expected in January. The dividers for the Education Building will be installed in the classrooms in January. The dividers for Grand Hall cannot be installed until a construction defect is remedied from the original construction.

Cuessy deferred to Avitia for the report on the Welcome Center. Avitia stated that the project is currently being assessed for an archeological survey. In addition, we are determining the appropriate process with the General Services Department, and solicited Board input if any members are interested in serving on the committee.

NHCCF Report Anna Sanchez

NHCC Foundation Director Anna Sanchez thanked the Board for their support of #GivingTuesday, which has raised \$6,000 so far. Sanchez also updated the Board on the

enhanced membership benefits being rolled out. Finally, Sanchez informed the Board that La Tiendita is now open Tuesday through Friday in the afternoon. Avitia also added that the audit is expected to come before the NHCC Board in February 2016.

V. Public Comment

Cordova expressed his apologies for missing the last few meetings, and informed the Board that it was due to a recent accident in which he was injured.

VI. Adjournment

McIntyre made a motion to adjourn the meeting, Ortega seconded it, and it passed unanimously.


The meeting was adjourned at 3:04pm.




Board President



Date



Board Secretary



Date