

**NATIONAL HISPANIC CULTURAL CENTER
BOARD OF DIRECTORS MEETING
MINUTES**

**December 13, 2018 at 1:30 pm
National Hispanic Cultural Center
History and Literary Arts Building, Salon Ortega
1701 4th Street, SW, Albuquerque, NM 87102**

A meeting of the National Hispanic Cultural Center Board of Directors was held on Thursday, December 13, 2018, in the Salon Ortega in the History & Literary Arts Building of the National Hispanic Cultural Center at 1701 4th Street SW, Albuquerque, NM 87102.

I. Administrative Actions

Call to Order and Roll Call..... Christopher Saucedo

The meeting was called to order by NHCC Board of Directors President Christopher Saucedo at 1:44 pm with the following individuals in attendance:

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

Guests: DCA Administrative Services Division Director Greg Geisler on behalf of Cabinet Secretary Veronica Gonzales, NHCC Visual Arts Program Director Tey Marianna Nunn, NHCC History and Literary Arts Program Director Valerie Martinez, NHCC Deputy Director Alberto Cuessy, NHCC Board Administrators Alicia Tenorio and Nicole Larrañaga, NHCC Foundation Director Roberta Ricci, NHCC Foundation Chair Emeritus Edward Lujan.

Public & Staff: NHCC Staff David Gabel, Annette Lujan, Troy Bradley, Kinsey Cooper, Elena Baca, Cassandra Osterloh, Kristin Garcia, Anna Uremovich, and Jadira Gurule; and Albuquerque Journal Reporter Adrian Gomez.

Approval of Agenda..... Christopher Saucedo

Saucedo called for a motion to approve the agenda, with the addition of an opportunity for public comment at the end of the meeting.

Gallegos made a motion to approve the agenda. McIntyre seconded the motion, and it passed unanimously.

Approval of September Board Meeting Minutes..... Christopher Saucedo

Saucedo presented the September 13, 2018, Board Meeting Minutes, as contained in the Board materials.

Gallegos made a motion to approve the minutes. Garcia seconded the motion, and it passed unanimously.

II. Business Items

New Business

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

Visual Arts Program Director Tey Marianna Nunn presented the visual arts acquisitions itemized in the Board materials, including both artwork and books. With these acquisitions, the total visual arts acquisitions in 2018 are tripled. Discussion ensued regarding several of the pieces. It was noted that the Collections Committee reviewed the artwork and recommend its approval by the Board.

McIntyre made a motion to approve the artwork presented. Cordova seconded the motion, and it passed with all in favor.

- Presentation & Approval of History and Literary Arts Acquisitions.....Valerie Martinez

HLA Archivist Anna Uremovich presented, on behalf of HLA Program Director Valerie Martinez, the history and literary arts acquisitions itemized in the Board materials, which included a significant number of children's books. Uremovich also let the Board know that beginning in January, NHCC Foundation members will be able to check-out books from the general library collection, with the hope that this may expand to the general public.

Cordova made a motion to approve the acquisitions as presented. Gallegos seconded the motion, and it passed unanimously.

- Presentation & Approval of Volunteer Appreciation Resolution.....Annette Luján

Volunteer Coordinator Annette Luján presented the Volunteer Appreciation Resolution contained in the Board materials. As indicated there, 207 volunteers worked with the NHCC in FY2018 for a total of 11,432 hours. Several volunteers truly went above-and-beyond, and those are specifically listed in the Resolution. They are Mark Mondragon, Patrick Trujillo, Marcela Gutierrez, Elaine Reyes, Maria Crill, Mac Rodriguez, Lydia Paiz, Yolanda Garcia, Betty Jo Chavez, Nila Romero, Leon Armijo and Edward Lujan.

McIntyre made a motion to approve the resolution as presented. Cordova seconded the motion, and it passed unanimously.

- Review & Approve Donor Agreement for History and Literary Arts Corridor and Fountain Courtyard.....Rebecca Avitia

Saucedo stated that this will be heard at a future meeting. Avitia indicated that it is the largest naming opportunity NHCC will receive.

- Update on Strategic Plan ProgressRebecca Avitia

NHCC Executed Director Rebecca Avitia let the Board know that the staff is actively working on moving the strategic plan objectives. In 2019, each of the five workgroups will present to the Board twice on the status of the objectives for which they are responsible.

Old Business

- Review & Approve Pop Fizz Lease and Liquor License Leases.....Alberto Cuessy

NHCC Deputy Director Alberto Cuessy presented the one-year renewal of the Pop Fizz Lease and Liquor License Leases. There are no significant changes other than to extend the term and increase the monthly Liquor License Lease fee from \$100 to \$125, consistent with La Fonda del Bosque’s liquor license lease.

Gallegos moved to renew the Pop Fizz premises lease. McIntyre seconded the motion, and it passed unanimously.

Gallegos moved to renew the Pop Fizz Liquor License Leases. McIntyre seconded the motion, and it passed unanimously.

- Review & Approve Revisions to Safety Procedures.....Alberto Cuessy

Cuessy reviewed the draft edits to the existing Safety Procedures from April 2016. The updated are intended to account for the Foundation offices move, add instructions on a missing child scenario, and added a few secured areas. These revisions are being reviewed by the DCA General Counsel and will then go to the Union for negotiation. Board members should review these and send any thoughts to Alicia Tenorio.

III. Reports

Board President’s Report..... Christopher Saucedo

Proposed 2019 meeting dates are in the Board materials. All Board members are asked to attend the January 10th meeting. For those who are interested in continuing to serve, Saucedo encouraged Board members to express their interest on Governor-Elect Michelle Lujan Grisham’s transition website.

DCA Cabinet Secretary’s Report.....Veronica Gonzales

DCA Administrative Services Director Greg Geisler relayed a letter from Cabinet Secretary Veronica Gonzales to the NHCC Board of Directors. A copy of the letter was added to the Board materials. Geisler further shared with the Board the upward and downward shifts in DCA’s budget over the years, and stated that the proposed budget does request an increase. In addition to the operating budget, DCA has requested upwards of \$18.3 million for capital projects and \$1.76M of that is earmarked for the NHCC and \$2.3M of statewide. Geisler thanked the Board, Mr. Lujan and others for their advocacy to support this funding. DCA is working hard to fill vacancies. At the NHCC, there is now a 9% vacancy rate with 3 remaining vacant out of 33. NHCC is doing outstanding work of both hiring and retaining staff, which speaks to all of the exciting things that are happening here. Finally, Geisler stated that it’s been an absolute pleasure to work with the NHCC team.

Board Secretary’s Report.....Brookes McIntyre

Board Secretary Brookes McIntyre reminded Directors that they will need to prepare Financial Disclosures for 2018 in January, and will send the form around in the new year.

Board Finance Committee Report..... Paul Maestas

A Finance Committee report was not given due to Paul Maestas' absence.

NHCC Executive Director's Report..... Rebecca Avitia

Avitia Introduced NHCC's new Librarian, Cassandra Osterloh and gave a brief description of Cassandra's background. Avitia also mentioned that NHCC's Chief Sound Engineer, Andres Martinez has been promoted to Tech Supervisor. NHCC is hoping to hire for Chief Sound Engineer soon.

Avitia discussed Legislative Session and encouraged Board members to attend on behalf of NHCC.

Avitia presented the 2019 Board meeting schedule to the Board which is contained in the Board packet.

Avitia presented the Board members with NHCC polo shirts and thanked them for their continued support of NHCC.

NHCC Deputy Director's Report Alberto Cuessy

- Attendance & Revenue Report

Cuessy reported on the Attendance and Revenue Report in the Board materials. As indicated there, attendance and revenue are slightly down. Attendance is, however, up for on-site programming. The deviation in overall attendance from prior year is due mainly to the Denver exhibit that was reflected in FY2018 numbers. Despite being slightly down, Cuessy does believe revenue will hit target for the year as the numbers even out. McIntyre asked if the additional theatre tech position will allow for more performing arts events, and therefore attendance and Cuessy stated that it would.

- Capital Projects Update, incl. Play Everywhere Project

Cuessy reviewed the Capital Projects Update included in the Board materials.

- Update on Campus Master Plan

Cuessy presented the Dyron Murphy Campus Master Plan contained in the Board materials and encouraged the Board to provide any feedback via email to Tenorio, so that the Plan can be finalized. He highlighted the ideas for the Eastern Desert, new Bosque trail access points to the west, and improvements to landscaping and lighting.

NHCC Foundation Report..... Roberta Ricci

NHCC Foundation Director Roberta Ricci shared with the Board that the Foundation has completed its FY2018 audit. Ricci was happy to announce that the audit was completely clear. In addition, over the past few months, the Foundation has been doing donor database clean-up, membership events and outreach, donor engagement, and is currently doing an end-of-year appeal along with a year-in-review video. In membership, the Foundation has grown from 103 member households to 164. Membership is very critical to the Foundation because it is one of the few fundraising efforts to support the Foundation's operating, and so Ricci encouraged the Board to consider becoming members or – if they already are – to consider giving a membership as a holiday gift. Ricci also invited Board members to the

Maravilla 2019 Sneak Peek on January 19, which will occur alongside the NM Jazz Latino Orchestra performance that same evening. Finally, Ricci shared with the Board efforts to prepare for the legislative session, including for Hispanic Culture Day on February 12, 2019.

IV. Board Comments

Phil Archuleta shared that he has been manufacturing historical markers for the State of New Mexico, one of only three that have done so since 1935. Based on this work, he has written two books – “Women Marked for History” and “Traveling New Mexico”. He has donated both to the NHCC Library today. Have added 150 markers about women in NM, whereas there was only 1 about women out of 600 total before.

Darren Cordova congratulated the staff on their good work, and joins other long standing Board members in their commitment to the NHCC. Cordova also shared his work to bring New Mexican music into Colorado and his daughter Dynette Marie’s musical success. He offered his and his daughter’s latest CDs.

V. Adjournment

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

The meeting adjourned at 3:01pm.

Board President _____ **Date** _____