

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

**January 15, 2020 at 1:30 pm  
National Hispanic Cultural Center  
Visual Arts Boardroom, Visual Arts Building  
1701 4<sup>th</sup> Street, SW, Albuquerque, NM 87102**

A meeting of the National Hispanic Cultural Center Board of Directors was held on Wednesday, January 15, 2020, in the Visual Arts Boardroom located in the Visual Arts Building of the National Hispanic Cultural Center at 1701 4<sup>th</sup> Street SW, Albuquerque, NM 87102.

**I. Administrative Actions**

Call to Order and Roll Call.....Matt Martinez

The meeting was called to order by NHCC Board of Directors Chairman Matt Martinez at 1:37 pm the following individuals in attendance:

**Board Members:** : Matt Martinez, Anita Cordova, Bill Miera, Elizabeth Arencon, Vivian Cuadra, Holly Jane Barnet- Sanchez, Margie Huerta, Annette Garcia, Vaadra Martinez, and Acting Executive Director Alberto Cuessy (non-voting, ex-officio). All Board Members were present for the meeting.

**Guests:** DCA Deputy Cabinet Secretary Nick Schiavo, NHCC Board Administrator Alicia Tenorio, NHCC Foundation Director Roberta Ricci, Assistant Attorney General Robert Sanchez.

**Public & Staff:** NHCC Staff Elena Baca, David Gabel, Melissa Armijo, Larry Espinoza, Jadira Gurule, Annette Lujan, Reeve Love, NHCC Volunteer Doug Simon, DCA staff Patrick Moore, and Tavo Hollaway.

Approval of Agenda.....Matt Martinez

Martinez called for a motion to approve the agenda.

**Huerta made a motion to approve the agenda. Barnet- Sanchez seconded the motion, and it passed unanimously.**

Approval of December Board Meeting Minutes.....Matt Martinez

Martinez presented the December 19, 2019 Board Meeting Minutes, as contained in the Board materials.

Assistant Attorney General Robert Sanchez suggested some changes be made to the minutes in section IV. With the wording of the Closed Session and adding roll call vote before entering the Closed Session. Tenorio agreed to make these changes.

**Miera made a motion to approve the minutes with changes made to Section IV. Arencon seconded the motion, and it passed unanimously.**

**II. Business Items**

New Business

- Election of Board of Directors Vice President and Secretary.....Matt Martinez

Martinez and Board members began discussion to select a Vice President and Secretary for the Board.

**Miera nominated Huerta as Vice President, Cuadra seconded and it passed unanimously.**

**Garcia nominated Miera as Secretary, Huerta accepted and it passed unanimously.**

- Appoint Co- Chair of NHCC Foundation Finance Committee.....Matt Martinez

Martinez stated that one person will get appointed to Co-Chair on the NHCC Foundation Finance Committee. Miera recommends that this person be fully active in the Board and at Foundation Finance Committee meetings to give a full report at Board meetings. V. Martinez volunteered to be Co-Chair.

**Huerta nominated V. Martinez as Co-Chair of NHCC Foundation Finance Committee, Miera seconded and it passed unanimously.**

- 2020 Appointments to NHCC Foundation Board of Trustees.....Matt Martinez

Martinez stated that two Board members will be nominated to serve in the Foundation Board of Trustees. V. Martinez and M. Martinez agreed to serve on Foundation Board of Trustees.

**Huerta nominated V. Martinez and M. Martinez as Foundation Board of Trustees, Barnett-Sanchez seconded and it passed unanimously.**

- Volunteer Acknowledgement Resolution for 2019.....Annette Lujan

Lujan presented the Volunteer Acknowledgment Resolution to the Board. Lujan highlighted that NHCC had a total of 167 Volunteers in fiscal year 2019. These volunteers devoted over 9,180 hours to the NHCC.

**Huerta made a motion to accept the Resolution, Barnett- Sanchez seconded and it passed unanimously.**

- Presentation on Open Meetings Act.....Robert Sanchez

Martinez stated that Sanchez requested we give a brief training of the Open Meetings Act after we adjourn the meeting and Open Meetings Act be taken off the Agenda. Board members agreed.

Old Business

- Review and Approve La Fonda Del Bosque Liquor License Lease..... Alberto Cuessy

Cuessy presented the La Fonda Del Bosque Liquor License 9037 to the Board stating no changes were made to the Lease. Lease will be effective upon the date of the last signature and shall terminate on February 28, 2025

**Garcia moved to accept the Lease, Cuadra seconded and it passed unanimously.**

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

Cuessy presented Pop Fizz Liquor License Lease 9054 and 9036 to the Board. The reason Pop Fizz has two Leases is one is required for the Education building and one is required for the Performing Arts building, where Pop Fizz has a concession stand for performances. Cuessy stated no changes were made to the Lease. Lease will be effective upon the date of the last signature and shall terminate on February 28, 2025

**Garcia moved to accept the Lease, V. Martinez seconded and it passed unanimously.**

**III. Reports**

DCA Cabinet Secretary Report .....Nick Schiavo

Deputy Cabinet Secretary Nick Schiavo reported on behalf of DCA Cabinet Secretary Debra Garcia Y Griego, Schiavo reported that they will begin construction on the Welcome Center in April 2020. Schiavo mentioned the fee for Architects time is approximately \$60,000.

NHCC Executive Director’s Report.....Alberto Cuessy

Cuessy stated that they have made significant progress on filing the Rentals Manager position, Marketing & Public Relations Manager position, Security Guard position and the Janitor position. Cuessy introduced NHCC’s new Finance Manager Liza Alvarado, who officially joined the NHCC family on Monday, January 13! Liza has over 18 years of experience in finance, accounting, budgeting and procurement. Cuessy also stated that NHCC continues to make necessary repairs and improvements throughout campus. We recently repaired the ADA accessible ramp leading to our Education building from the circle turn around. Our NHCC Facilities Supervisor, John Gurule and his maintenance team are doing an excellent job at identifying and addressing maintenance needs throughout NHCC. Lastly, Cuessy announced the Center will be celebrating its 20<sup>th</sup> Anniversary this year and will have two signature events one on October 20, 2020, it’s actual birthday and a kick-off party on Saturday, February 29, 2020. Cuessy reminded Board members to check emails for all the info on our upcoming events.

NHCC Foundation Report ..... Roberta Ricci

Ricci stated that they will be putting a Request for Proposal for a new accounting company. Foundation's current accounting agency, Baca & Howard unfortunately is not able to continue services with Foundation. The deadline to apply is January 24, 2020 and they are hoping to announce new accounting agency during Foundation's next Board meeting, February 14. The Legislative Session starts next week, Monday, January 20 and Ricci plans on being in Santa Fe one to two times per week during the Session. Ricci will be working closely with Michaelene Kyrala on these efforts. Foundation Membership is currently at just under 200 members and now that they have a new dedicated staff member to concentrate on the program, they are hoping to increase these numbers especially in light of the Center's 20<sup>th</sup> Anniversary. Ricci also invited all Board members to attend the upcoming *Maravilla Theme Reveal Event* on Thursday, February 20 right before the Carnival Performance.

Board President's Report ..... Matt Martinez

Martinez stated he met with Secretary Debra Garcia Y Griego a week ago to discuss the Executive Director position, he has no new information to inform Board on, as soon as he does he will keep Board updated. Martinez also thanked all members of the Executive Director Search Committee for all their hard work. Martinez also gave dates of the 2020 Board meetings: March 18, May 20, July 15 September 16, and November 18, they are always every other month on the 3<sup>rd</sup> Wednesday at 1:30 pm.

**V. Adjournment**

**Barnet- Sanchez made a motion to adjourn, Cuadra seconded the motion, and it passed unanimously.**

The meeting adjourned at 3:07 pm.

Board President  Date 1-15-20

Board Secretary  Date 1-15-20