

NMAEA COUNCIL MEETING MINUTES

August 9, 2025 10:00 am – 1:00 pm

Virtual at: Meeting ID

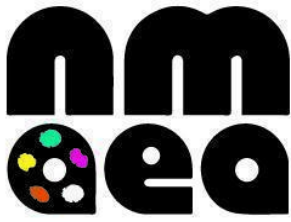
meet.google.com/dqh-zsbr-bmq

☐ **NMAEA Council Attendees:**

- | | |
|----------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> President, Nikki Turman (she/her) | <input checked="" type="checkbox"/> Middle School, Antonia Bynum |
| <input checked="" type="checkbox"/> President Elect, Liz Olive (she/her) | <input type="checkbox"/> High School, OPEN |
| <input type="checkbox"/> President Elect Elect, OPEN | <input checked="" type="checkbox"/> Higher Ed, Richard Schwartz (he/him) |
| <input checked="" type="checkbox"/> Past President, Phyllis Roybal (she/her) | <input type="checkbox"/> Museum Ed, OPEN |
| <input checked="" type="checkbox"/> Treasurer (Interim), Michelle Lemons | <input checked="" type="checkbox"/> Super/Admin, Cristina González |
| <input checked="" type="checkbox"/> Secretary (Interim), Carson Guillory (he/him) | <input type="checkbox"/> Retired, Nancy Walkup |
| <input checked="" type="checkbox"/> Membership Director, Pam Elam (she/her) | <input type="checkbox"/> Regional Coord Region 1, OPEN |
| <input checked="" type="checkbox"/> Divisions Director, Jill Dooner (she/her) | <input type="checkbox"/> Regional Coord Region 2, Bryan Hahn (he/him) |
| <input checked="" type="checkbox"/> ED&I Director/ NAEA Liaison, Amy Tanner (she/her) | <input type="checkbox"/> Regional Coord Region 3, OPEN |
| <input type="checkbox"/> Scholastics Co-Chair, Joe Baca (he/him) | <input checked="" type="checkbox"/> Regional Coord Region 4, Carson Guillory (he/him) |
| <input checked="" type="checkbox"/> Scholastics Co-Chair, Nikki Turman (she/her) | <input type="checkbox"/> Regional Coord Region 5, OPEN |
| <input type="checkbox"/> Awards Chair, Vicki Breen (she/her) | <input type="checkbox"/> Regional Coord Region 6, OPEN |
| <input type="checkbox"/> YAM Chair, OPEN | <input type="checkbox"/> Regional Coord Region 7, OPEN |
| <input type="checkbox"/> Conference Chair, OPEN | <input checked="" type="checkbox"/> Executive Director, Michelle Lemons (she/her) |
| <input type="checkbox"/> PreService, OPEN | |
| <input checked="" type="checkbox"/> Elementary School, Emily Bennett | |

Meeting Administration

1. Roll Call & Quorum: (Secretary/ *President):
 - a. **MOTION:** To Call this Meeting to Order: 10:10 am
 - i. Motioned by: Nikki Turman (she/her)
 - ii. Seconded by: Liz Olive
 - iii. Discussion: Is there a quorum of EOs? Yes
 - iv. Status: Passed
 - v. Point of Order: Secretary to close sharing of this document (agenda), retitle to agenda doc to minutes, and only the secretary adds further notes to this document.
2. Welcome (Nikki Turman):
 - a. Mission and Vision (Carson Guillory):
 - i. [NMAEA Mission and Vision](#)
 - b. Housekeeping (Liz Olive):



i. Land Acknowledgement

1. *We acknowledge that art education in New Mexico is taking place on occupied indigenous land of 23 tribes. It's important that we acknowledge the history and ongoing colonization of where we live and work here and in our country. It's also important to acknowledge our own place in the story of colonization. We don't pretend to know the answers in undoing the ugly legacy of colonization, but at the very least, we can be accountable and deepen our understanding of our individual and our collective responsibility in fighting for change. As a member of NMAEA, we each have the opportunity to work for change.*

ii. Invitation to identify preferred pronouns on Google Meet.

iii. Meeting Norms:

1. Discussion Agreements (Adopted from NAEA L2L)

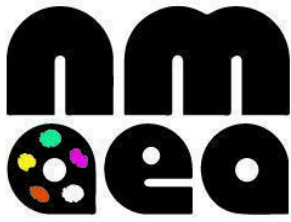
- a. *The agreements outlined below create a safe & brave space for dialogue and critical conversation, aiming to create equity of voice for sharing, idea generation, and growth.*
 - i. *Be Fully Present: Devices away, cameras on, listening*
 - ii. *Speak your truth as you know it now*
 - iii. *Remember the 24-Hour Rule: Address it or let it go*
 - iv. *Watch your AIR TIME: Let 2 others speak before you speak again*
 - v. *Accept and Expect there will be Non-Closure*
 - vi. *Be Prepared to Experience Discomfort*
 - vii. *Keep our personal stories confidential and share*
 - viii. *Be aware of your power*
 - ix. *Use for redirect: OUCH! OOPS!*
 - x. *Use Gentle Reminders*

3. **Administration Motions:** Secretary / *President

MOTION: To approve the [Minutes](#) of Last Council Meeting: May 10, 2025

- a. Motioned By: Carson Guillory
- b. Seconded by: Nikki Turman
- c. Discussion: Nope
- d. Status: Passed

MOTION: To approve by Consent Agenda for Today's Meeting, August 9, 2025 Council Reports sections 4- Executive Officers, 5- Division Representatives, and 6- Regional Coordinators and therefore bypass discussion on those reports and their contents.



- a. Motioned By: Carson Guillory
- b. Seconded by: Liz Olive
- c. Discussion: Phyllis asked about amendments
- d. Status: Passed

Consent Agenda

Council Reports

4. Executive Officers

President/ Delegate to NAEA - Nikki Turman

Delegate's Goal: Mentor President - elect on Delegates duties for NAEA 2026

Action Completed: Sent President - elect and Secretary to Pacific Region Leadership Meeting

Actions to be taken:

President's Goal: Update the Notebook

Create Art Teacher Summer Camp at Ghost Ranch for June 2026

Actions Completed: Created a landing page (table of contents) that links all important notebook documents

Emailed Isaac questions, drafted a schedule

Actions to be taken: Finish updating yellow documents, create blue documents Form and Ad Hoc Committee for Art Teacher Summer Camp

Past President - Phyllis Roybal

Goal: Provide institutional memory, co-chair Awards Program,

Actions Completed: Nomination window for Awards has closed. Deadline for nominee documents Aug 15, 2025

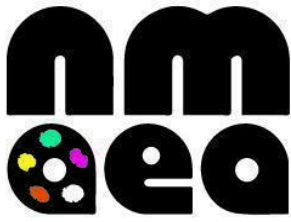
Actions to be taken: Scoring of nominations send announcement to selections beginning of September.

President Elect - Liz Olive

Goal: Complete President-elect duties

Actions Completed: Attended Pacific summit

Actions to be taken: Review nominations procedures



Treasurer - Michelle Lemons (Interim through June 30, 2025)

Account Balances: as of 8/8/25

Checking: \$5,697.94

Sav 1: \$26,410.83

Sav 2: 29, 584.98

See Finance Committee Report Below

Goal: Ensure smooth temp transition of duties while serving as interim Treasurer.

Actions Completed:

Conducted all Budget and Financial Management Duties previously assigned.

Actions to be taken:

Present duties analysis to EOs for operational adjustments, as needed.

Secretary - Carson Guillory

Goal: Perform Secretary duties

Actions Completed: Worked with Michelle to open conference registration and open Zeffy account

☰ 2025 July Potential Amendments to [★ 2025 Constitution & Bylaws_ Appr...

Actions to be taken: Continue work on google drive organization. Setup communications committee meeting. Create suitcase sale form and distribute it in September.

Divisions Director - Jill Dooner

Goal: Support the conference workshop cause/ help with schedule building when we have proposals; Meet with Division Reps

Actions Completed: Reached out to cancelled presenters last year, received three positive responses and one possibility (if the workshop is the same as last year's proposal, do I have to have the presenter resubmit?)

Actions to be taken: Schedule meet with Division reps; **Get help sorting the membership list - I can't filter by division;** share Michelle's email re: Congressional action

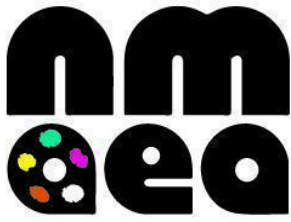
Membership Director - Pam Elam

Goal: Continue to learn the role & establish a routine to fulfill the duties as

Membership Director

Actions Completed: Updated current membership list, mailed postcards to lapsed members, attended yearly NMAEA retreat

Actions to be taken: Meet with Carson to talk about mail chimp, reach out to members and non-members in September to promote the conference



ED&I Director/NAEA Liaison - Amy Tanner

Goal: No report submitted

Actions Completed:

Actions to be taken:

5. Divisions Representatives

Pre-Service Division Rep - OPEN

Goal:

Actions Completed:

Actions to be taken:

Elementary School Division Rep - Emily Bennett

Goal: Support Elementary colleagues/develop presentation for fall conference

Elem. division meeting

Actions Completed: Introduction email sent to Elementary members

Actions to be taken: Continued responses to correspondences/continue planning for conference division meeting

Middle School Division Rep - Antonia Bynum

Goal: No Report Submitted

Actions Completed:

Actions to be taken:

High School Division Rep - OPEN

Goal:

Actions Completed:

Actions to be taken:

Higher Ed Division Rep - Richard Schwartz

Goal: no Report submitted

Actions Completed:

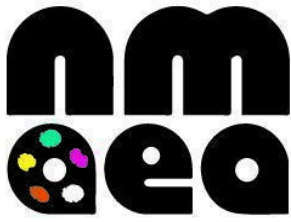
Actions to be taken:

Museum Division Rep - OPEN

Goal:

Actions Completed:

Actions to be taken:



Admin/ Supervision Division Rep - Cristina Gonzalez

Goal: No Report Submitted

Actions Completed:

Actions to be taken:

Retired Division Rep - Nancy Walkup

Goal: No Report Submitted

Actions Completed:

Actions to be taken:

6. Regional Coordinators

SE Regional Coordinator (Region 2) - Bryan Hahn

Goal: No Report Submitted

Actions Completed:

Actions to be taken:

NW Regional Coordinator (Region 4)- Carson Guillory

Goal: Connect NW members and nonmembers

Actions Completed: Started creating NW newsletter.

Actions to be taken: Send out newsletter by August 15

Pending Recommendation for Regions, and Appointments OPEN:

NE Regional Coordinator (Region 3) - OPEN

SW Regional Coordinator (Region 1) - OPEN

SF Regional Coordinator (Region 5)- OPEN

Metro Regional Coordinator (Region 6) - OPEN

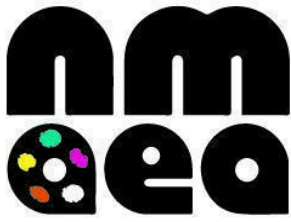
APS Regional Coordinator (Region 7)- OPEN

Executive Director Report

7. Executive Director & Delegate to NMACAE/ NMFAA: Michelle Lemons

Goals:

- Represent NMAEA at the NM CEL conference of superintendents, share our programs and services, announce YOTAE proclamation
- Continue work on the YOTAE committee of NMACAE
- Attend NMFAA meetings and share conference and awards information



- Develop Pilot Ambassador Intern Program in order to alleviate some ED duties as well as that of other leadership, concluded Internships
- Conduct Monthly Financial Management, Provide Board Guidance
- Analyze ED Duties and prepare updated document

Actions Completed:

- Actively participated in NMCEL, NMACAE /YOTAE and NM FAA
- Updated Pilot Ambassador Intern Program Documents, organized documents, short-cut to Shared Drive
- Filed SOS report
- Filed Extension for IRS and AG reports Due Dec 2025 for 2024
- Attended Retreat
- Drafted updated ED Duties document

Actions to be taken:

- Complete follow up communications with NMCEL
- Invoice for NMCEL booth
- Send YOTAE Press Release and attend Kick Off event; continue with strategies
- Complete accounting and file IRS and AG reports Due Dec 2025 for 2024 (Goal by end of August)
- Present Ambassador Program to Board for Formal Approval
- Complete Ambassador Program Handbook (pending)

a. Discussion:

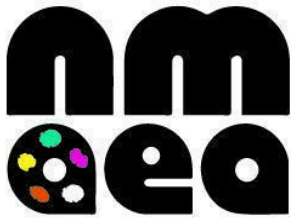
- i. Quickbooks is moving to online platform only and Michelle will be transitioning over documents
 1. Budget is on excel and accounting/bookkeeping is done through QB
 2. Cristina González offered that budgeting could be done through QB as well, citing other associations/organizations. Michelle will research this option. Cristina says it offers real time adjustments.
- ii. Ambassador program needs approval from board, please review documents in shared drive
 1. 📁⭐ NMAEA Ambassador Program

Programs & Committees

8. Council Programs and Events Committees: Chair(s) Reports

Finance Committee Chair - Michelle Lemons (Interim)

[BUDGET](#)



Budget Notes: There was an uptick in membership for June. I missed one membership in late conference POs. NM Arts Grant and NM Arts Special project monies have been invoiced and deposited providing an extra \$3000 approx, however an additional \$5,000 was transferred from the savings 1 account and reported to EOs to cover expenses due to pending transactions. There was an error in hotel fees that was charged and returned.

Goal: Ensure these actions are completed:

- Conduct all Budget and Account management duties as needed
- Complete Conference location and payment processes
- Update duties in preparation for end of contract

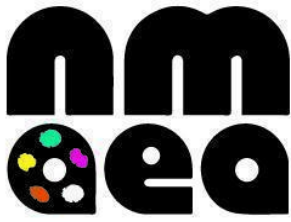
Actions Completed:

- Completed Budget reporting
- Partially completed Accounting reporting
- Worked with Carson and Liz to enable payments
- Drafted updated document of duties

Action to be taken:

- Finish accounting reporting and submit reports for AG and IRS
- Complete and implement engage webpage fundraising /donations with Carson
- Present updates to EOs

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- a. Discussion:
- I would like to digitally upload the bank statements to Drive so that they can be linked for reports, in addition to the budget, and increase transparency to the Board.
- b. **Motion:** To approve the remaining membership fee balance to cover fee increase.
- Motioned by: Michelle Lemons
 - Seconded by: Nikki Turman
 - Discussion: PO was missed and now results in a higher fee increase for 1 attendee from 2024 from ED expenses.
 - Status: Passed
- c. **Motion:** To approve the transfer for \$5,000 from savings account 1 into the checking account to cover expenses until pending income is received.
- Motioned by: Michelle Lemons
 - Seconded by: Nikki Turman
 - Discussion:
 - Status: Passed
- d. **Motion:** To deduct coverage of NM CEL booth expense, after invoicing, from ED Expense fund of approx \$200.

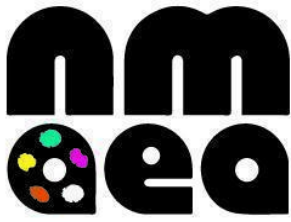


- i. Motioned by: Michelle Lemons
- ii. Seconded by: Nikki Turman
- iii. Discussion: Expenses incurred in July 2025. Phyllis said that this is a whole NMAEA benefit to be a part of CEL and the funds do not necessarily come from ED expenses. Expenses were split with another individual NMHSMTA (high school musical theater awards). The budget will need to be adjusted for increased cost next year.
- iv. Status: Passed

YAM Chair - OPEN**Goal:****Actions Completed:**

Actions to be taken: Determine art educator selection from NM PED State Fair exhibit

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- a. Discussion:
 - i. Action item would be to delegate an art educator to select a winner in the State Fair.
 - ii. Jill clarified that the award would be to a non member educator. Historically the award is a year membership, but had transitioned to awarding students. Due to changes from PED, we can no longer award students directly. Liz suggested that we could use the free NAEA membership to the non member. Phyllis also agreed that giving a membership to a non member is useful to recruit. Michelle asked if we are doing another award for members. Nikki and Phyllis agree that we should do awards for both a non member and members.
 - iii. Michelle gave some historical info about the long standing tradition of the association being involved in the State Fair.
 - iv. Cristina had a question about the prohibition of student awards. Liz related the communications with Erica from PED. The awards come from membership dues. Cristina reiterated that the fair awards are for the students and have a high return.
 - v. Emily clarified that awards do go to the students from PED/Erica. The ribbons are still given to all students that participated.
 - vi. Michelle offered we could put forward a motion to membership for dues to go toward State Fair entries for members and nonmembers looking for membership input. Funds in the past were not being provided by PED for awards. Other organizations have been encouraged to participate.



- vii. For 2025, Nikki said we will need to focus on the teacher awards. Awards will be needed by September 3rd. Liz will contact Erica to gain access to the show before. Phyllis, Amy or Jill may be able to adjudicate.
- viii. Two awards will be awarded- one membership for a nonmember teacher and a \$200 award (gift card or equivalent) for member teacher.
- ix. Michelle and Nikki will be there to award
- x. For 2024, nonmember award was awarded and mailed by Tricia
- xi. MOTION: To move \$335 from student award funds to teacher awards for 1 NMAEA teacher and 1 nonmember at the 2025 State Fair. (Amended in discussion)
 - 1. Motioned by: Michelle Lemons
 - 2. Seconded by: Richard Schwartz
 - 3. Discussion: Discussion was centered around the membership certificate from NAEA. Michelle confirmed that there is no line item on the budget for the membership award for the State Fair.
 - 4. Status: Passed

Scholastics Co-Chairs - Nikki Turman & Joe Baca

Goal: Launch 2026 Scholastic Art Awards Program

Actions Completed: booked Orpheum Community Hub for February of 2026.

Booked SBCC for February 28th 2026. Will most likely have SBCC Gallery in 2027

Actions to be taken: Update informational documents for packet. Update Scholastic Contact list. Talk with Augustine at the SBCC gallery

- a. Discussion:

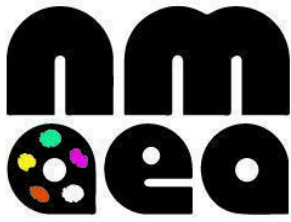
Awards Chair - Vicki Breen and Phyllis Roybal

Goal: Collect nominations and documents to be put into nominee folders

Actions Completed: Folders for nominees created and filled with documents sent to date.

Actions to be taken: Nominee completion of documents to be placed in folders and scored.

- a. Discussion:
 - i. August 15th deadline for supporting documents
 - ii. Pre-service is not on the list of categories and may need to decrease the membership year requirements from 3 to 1 for pre-service. Some pre-service are working in the classroom as active professionals.
 - iii. August 15th- end of August adjudication of nominees
 - 1. Invites will be sent out. First scheduled for upcoming Monday.



Conference Chair - Liz Olive and Jill Dooner (Jill scheduling only)

Goal: Delegate Tasks & gather workshop proposals

Actions Completed: Several call for proposals sent, most tasks on the [list](#) delegated

Actions to be taken: Continue collecting workshop proposals, maintain communication with Shane, begin investigating catering options, continue communication with conference committee

a. Discussion:

- i. Tasks are delegated, proposals are coming in, and things are moving.
- ii. Richard volunteered to be volunteer coordinator.
- iii. Liz is looking into catering options with Pam's hotdog cart and Pantry Does
 1. Critina offered Santa fe Youthworks as catering opportunity
<https://santafeyouthworks.org/>
- iv. Jill reached out to 2024 presenters and 5 seem interested but will need to fill out form again for scheduling
- v. Wednesday evenings for conference meetings.
- vi.

Communications Chair - Carson Guillory

Goal: Streamline communications and organize timely and consistent social media presence

Actions Completed: Updated website and some posting on social media outlets

Actions to be taken: Schedule more social media posts

a. Discussion:

9. Ad Hoc Committee Reports:

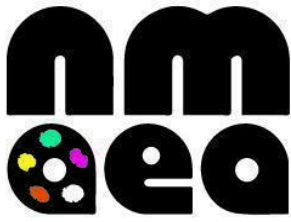
Conference Location Committee Report - Michelle Lemons

Goal: Scout a Location for 2025

Actions Completed: Abandoned Albuquerque; Verbally secured SFCC

Actions to be taken:

- Payment to SFCC for ballroom facility and AV
- Scout location for southern NM 2026



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- a. Discussion:

Past President's Archive Report - Lisa Gillett, Nikki Turman

Goal: Nothing to Report

Actions Completed:

Actions to be taken:

- a. Discussion:

Regional Development Report - Liz Olive, Pam Elam

Goal:

Actions Completed:

Actions to be taken:

- a. Discussion:

- i. dissolve regional development ad hoc committee

Board Retreat Location Committee - Jill Dooner (Closed until 2026)

Goal:

Actions Completed:

Actions to be taken:

- a. Discussion:

Awards Review Committee- Phyllis Roybal, Tricia Griffin (Closed?)

Goal: To address the Student Awards now unserved via NM State Fair exhibition

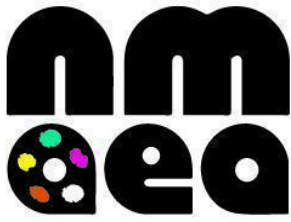
Actions Completed:

Actions to be taken:

- a. Discussion:

- i. Transition from professional awards to student awards?
ii. Phyllis sees it as all awards- student, professional, and merit awards
iii.

Special Interest Committee- Amy Tanner



Goal:

Actions Completed:

Actions to be taken:

-
- a. Discussion:

Nominating Committee - Liz Olive

Goal: Figure out what this means

Actions Completed:

Actions to be taken: Review nomination protocols - can someone help me find that?

-
- a. Discussion:
 - i. Tabled until Monday President's meeting

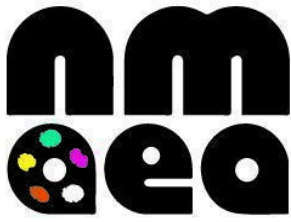
Council Business

10. Old Business

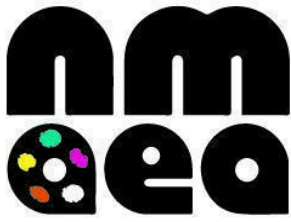
a. Financial Management

- i. **MOTION:** To extend the appointment of Executive Director Michelle Lemons as interim Treasurer, who shall report to the EOs in place of the treasurer, until December 2025
 - 1. Motioned by: Phyllis Roybal
 - 2. Seconded by: Carson Guillory
 - 3. Discussion: Jill asked if Michelle is okay with extending the treasurer duties. Michelle reiterated that she is will and able. She is very willing to train a replacement when one is found and answer any questions at any time. Phyllis is on the signature card but her tenure is coming to a close. A replacement from the finance committee will need to take place. The finance committee is held on the last Monday of each month, next is Aug 28th. Nikki encourages everyone to look over the Treasurer duties because they are more for checks and balances purposes.
 - 4. Status: Passed

b. ED&I Discussion



- i. Given the passage of the federal bill, the risk of using ED&I language is potentially growing. NM Thrives and others are sharing concerns for non-profits. NMAEA has not provided guidance.
 1. What vulnerabilities does NMAEA and individual leaders have currently?
 - a. Potential targeting of ED&I director
 - i. Amy feels that this is a personal hill to die on. Her personal feeling is that if we change our morals and key tenets, we are betraying what we feel. Amy does not feel pressure to change for safety's sake.
 - b. Potential targeting of NMAEA address which is Michelle's physical address currently
 - i. See Registered Agent discussion in New Business
 2. What protections can we implement without preemptively complying?
 3. Do ED&I initiatives need updating regardless of the federal law?
 4. How does this impact our governance structure and policies?
- ii. Discussion:
 1. Cristina suggested different tracts to consider.
 - a. Is NMAEA directly dependent on federal funding
 - i. NM Arts grant is federally funded but not under threat. DCA is not dependent on federal funding
 - b. Could NMAEA function with out federal funding
 - c. Would change of priorities impact membership
 - i. Would be problematic if we remove these tenets
 1. Opinion is yes it would
 - d. Suggests that it should be monitored in the future
 2. Nikki provided that we should take steps to shield Michelle's assets, due to her physical address used for NMAEA, from any possible litigation or issues if escalation does happen.
 - a. A registered agent would insulate and solve several issues since NMAEA board structure changes yearly.
 - b. A PO box cannot be used on some government forms and needs a physical address.
 - i. A registered agent would serve as a physical address.
 - c. A registered agent is a consistent service that acts as a go between for NMAEA and government agencies. An RA will help keep compliance for these agencies. RAs are a common practice for other non profit organizations. RA



provides the physical location for other parties to serve papers, summons, and other government documents.
Inexpensive yearly fee.

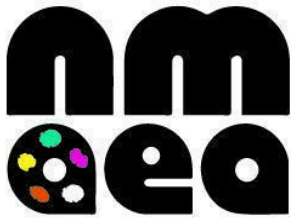
- d. Jill and Cristina agree that it is a no brainer decision.
- e. Action Item- Nikki and Liz tasked Michelle to research select and contract a Registered Agent that would fulfill the requirements discussed.
- f. A motion may be needed, possibly on an emergency basis, with a motion from EO approving selection made in board meeting.

11. New Business

- a. Create Ad Hoc committee for the Nominating Committee
 - i. President-Elect
 - ii. Secretary
 - iii. Divisions
 - iv. Treasurer
- b. Registered Agent Discussion- See above

12. Action Items

- a. Updates to Constitution and Bylaws
 - i. ☰ 2025 July Potential Amendments to [★ 2025 Constitution & Bylaws...
 - ii. **MOTION:** To approve the potential amendments to the NMAEA Constitution and Bylaws for approval by the general membership at the annual Fall Conference membership meeting.
 - 1. Motioned by: Liz Olive
 - 2. Seconded by: Phyllis Roybal
 - 3. Discussion: Slight continuity issues that will need to be changed.
 - 4. Status: Passed
- b. Creation of JaM interest group
 - i. **MOTION:** To approve the creation of the JaM interest group with Lisa Gillet as the chair of the group.
 - 1. Motioned by: Nikki Turman
 - 2. Seconded by: Richard Schwartz
 - 3. Discussion:
 - ☰ Proposal for Jewelry & Metals (JaM) Interest Group
 - 4. Status: Passed



13. Good of the Order

a.

14. Adjourn

a. **MOTION:** To Adjourn at 12:30 pm

- i. Motioned by: Nikki Turman
- ii. Seconded by: Liz Olive
- iii. Discussion: NOPE!
- iv. Status: Passed