



**MINUTES
LUNA COMMUNITY COLLEGE
BOARD OF TRUSTEES
SPECIAL SESSION**

Tuesday, April 28, 2026 @10:00 am
LCC Student Success Center Board Room

I. Meeting called to order at 10:07 am and a quorum established by roll call

Roll Call

Madam Chair, Dr. Phyllis Martinez asked for a roll call.

Present: Madam Chair Dr. Phyllis Martinez, Madam Vice Chair Louise Portillos, Secretary Mark Dominguez, Trustee Rosalie Ortega, Trustee Rolando Medrano, Trustee Andrea Sandy and Trustee Richard Vigil (via zoom).

Also Present: Dr. Carol Linder – President, Michael Montoya – AVPSS, Jeff Gamblin – IT Director, Raymond Baca – Information Representative, Dr Gerald Shields – Executive Director of Finance/CFO, Sharrise Sanchez – Comptroller & Budget Director, Tanya Giddings – Government & Community Relation Director, and Leslieann Garcia – Executive Admin, Recorder.

II. Pledge of Allegiance– Sharrise Sanchez led the Pledge of Allegiance.

III. Approval of the Agenda

Secretary Mark Dominguez moved to approve the agenda as presented and Vice Chair Louise Portillos seconded. Madam Chair, Dr. Phyllis Martinez called for a roll call.

**All trustees voted unanimously to approve the agenda as presented
-Motion passed 7-0.**

IV. Discussion: Elected Official Recognition

Trustee Rolando Medrano moved to open discussions of a special recognition for elected officials and Trustee Rosalie Ortega seconded.

Discussion:

Madam Chair Dr Phyllis Martinez reviewed the draft Legislative Invitation inviting legislators to attend a Board of Trustees Meeting to recognize legislators for funding contributions made to Luna. The following recommendations were made by Trustees and President Linder:

- Date of Invitation – May 12, 2026 at the Regular Meeting
- Luncheon – Pot Luck Style, Salad Lunch or Catered Foods
- Item placement at the end of the agenda

Trustee Rolando Medrano moved to amend the motion to hold a Legislative Recognition at the Board of Trustees Meeting on Tuesday, May 12th and will include a luncheon. The motion was seconded by Trustee Rosalie Ortega. Madam Chair Dr Phyllis Martinez called for a roll call.

**All trustees voted unanimously to approve the Elected Official Recognition
– Motion passed 7-0**

V. FY2027 Budget Approval – Dr. Gerald Shields & Sharrise Sanchez

a. Discussion/Action: FY27 Budget

Madam Chair Dr Phyllis Martinez expressed her gratitude for Dr. Gerald Shields and Sharrise Sanchez in their efforts in FY27 Budget preparations.

Secretary Mark Dominguez briefly stepped out of the meeting at 10:20am returning at 10:22am.

Dr Gerald Shields reviewed the following background information for FY27 Budget and FY26 Unrestricted and Restricted BAR approvals.

- FY27 LCC Operating Budget
- Alignments with the 2022-2027 Strategic Plan
- FY27 Budget Priorities presented to Board on March 31, 2026
- Primary Funding Requests
- Adjustments integrated into the FY27 proposal
- Exhibit 1
- Exhibit 2

Trustee Rolando Medrano briefly stepped out of the meeting at 10:22 returning at 10:24am.

• Summary of FY26 expenditures and proposed departmental expenditures
Dr Gerald Shields reviewed FY27 Funding Requests and Budgetary Changes to include the following:

- Personnel and Employee Support
 - New Faculty to include welding, Business and Education
 - New Staff to include Administrative Assistant to support Executive and Public Relations as well as a half-time Title IX Coordinator

Madam Chair Dr. Phyllis Martinez requested a motion for a short break to recess at 10:33am. Trustee Rosalie Ortega moved to take a short break for recess and Secretary Mark Dominguez seconded. Madam Chair, Dr. Phyllis Martinez called for a roll call.

All trustees voted unanimously to take a short break for recess -Motion passed 7-0.

Trustee Rosalie Ortega moved to return to regular session and Trustee Rolando Medrano seconded. Madam Chair, Dr. Phyllis Martinez called for a roll call.

All trustees voted unanimously to return to regular session at 10:38am. -Motion passed 7-0.

- Professional Development - 25% increase to benefit faculty and staff
- Benefits and Insurance – 10% increase
- Operational Efficiencies and Workforce Expansion
 - Financial Aid Realignment
 - CDL Testing Center including new CDL truck, projected revenues and expected expenditures
 - Student Housing and Dining – Capital Outlay meeting on May 13th and Reviewed FY2026-2027 Housing Project Budget hand out supplied to Trustees.
- Nonrecurring and Strategic Projects
 - Workday SIS Project
 - Protiviti Accounting Services for FY25 audit
 - Capital Outlay Projects: Nursing Simulation Lab, Allied Health Renovation and Technologies Building upgrades

b. Discussion/Action: FY26 Budget Adjustment Request (BAR)

Sharrise Sanchez reviewed the presentation prepared for the Board of Trustees and discussed the following information on Exhibits:

- Exhibit 1 – Summary of Current Funds and Plant Funds, Unrestricted and Restricted
 - Original Budget 2025-26
 - Estimated Actuals 2025-26
 - Original Budget 2026-27
 - Revenues, Beginning Balances and Total Available/Current Funds
 - Expenditures and Total Ending Balances
- Exhibit 2 – Summary of Instruction and General, Unrestricted and Restricted
 - Original Budget 2025-26
 - Estimated Actuals 2025-26
 - Original Budget 2026-27
 - Revenues
 - Expenditures
 - Total Ending Balances

Sharrise Sanchez reviewed Luna Community College Board of Trustees FY26 vs. FY27 Cost Center Variances and explained the following changes in each area:

- Exhibit 10 – Instruction Department
- Exhibit 11 - Academic Support
- Exhibit 12 – Student Support
- Exhibit 13 – Instructional Support
- Exhibit 14 – Operation & Maintenance of Plant
- Exhibit 15 – Public Service
- Exhibit 18 – Internal Services
- Exhibit 19 – Financial Aid
- Exhibit 20 – Auxiliary Enterprises
- Exhibit 21 – Intercollegiate Athletics
- Exhibit I – Capital Outlay
- Exhibit II – Renewals and Replacements

Sharrise Sanchez reviewed the presentation prepared for the Board of Trustees and discussed the following information on the Budget Adjustment Requests (BAR):

- Adjustments to Unrestricted Funds
- Adjustments to Restricted Funds
- Increases/Decreases
- Current Approved Budget
- Revised Budget

Secretary Mark Dominguez stated the following: We are stewards of tax payer money and are responsible for basic principles of public stewardship that are essential to safeguarding taxpayer resources. We are responsible for fiscal integrity, establishing effective internal controls and ensuring accurate and transparent accounting. Government officials and agencies are responsible for managing public maximum efficiency. Transparency and effective stewardship require reducing unnecessary spending, using technology verification and ensuring fiscal stability of our Citizens.

Trustee Louise Portillos moved to Approve **FY27 Luna Community College Operating Budget**, with the understanding that minor technical adjustments may be made prior to submission to the New Mexico Higher Education Department. Any significant changes will be communicated to Board Chair Dr. Phyllis Martinez and Finance Committee Chair Mark Dominguez, who will determine whether a special board meeting is required for re-approval and Trustee Rolando Medrano Seconded. Madam Chair, Dr. Phyllis

Martinez called for a roll call.

All trustees voted unanimously to approve FY27 Luna Community College Operating Budget - Motion passed 7-0.

Trustee Louise Portillos moved to Approve **FY26 Unrestricted and Restricted Budget Adjustment Requests (BARs)** as presented, with the understanding that minor technical adjustments may be made prior to submission to the New Mexico Higher Education Department. Any significant changes will likewise be communicated to Board Chair Dr. Phyllis Martinez and Finance Committee Chair Mark Dominguez, who will determine whether a special board meeting is warranted and Trustee Rolando Medrano seconded.

Discussion: Board of Trustees discussed the following topics:

- Restricted /Unrestricted BAR
- Estimated Expenses vs Actuals
- Budget revisions
- Audit findings
- Over expenditures
- Request for Internal mid-year BAR updates in Finance reports

Secretary Mark Dominguez briefly stepped out of the meeting at 12:12 pm returning at 12:15 pm.

- Projected fiscal stability

Madam Chair, Dr Phyllis Martinez called for a roll call.

All trustees voted unanimously to approve FY27 Unrestricted and Restricted Budget Adjustment Requests (BARs) -Motion passed 7-0.

VI. Announcement on date, time and location of next BOT Meeting(s)

- a. Regular Board of Trustees Meeting – Tuesday, May 12, 2026 @ 10:00 am – LCC Student Success Center Board Room.

VII. Adjourn

Secretary Mark Dominguez moved to Adjourn and Trustee Andrea Sandy seconded.
Madam Chair Dr. Phyllis Martinez asked for a roll call.

All trustees voted unanimously to Adjourn @ 12:17 pm - Motion passed 7-0.


Madam Chair, Dr. Phyllis Martinez Date


Recorder, Leslieann Garcia Date