MINUTES
LUNA COMMUNITY COLLEGE
BOARD OF TRUSTEES
SPECIAL SESSION

Tuesday, June 16, 2026 @10:00 am
LCC Student Success Center Board Room

I. Meeting called to order at 9:06 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

Also Present: Dr. Carol Linder – President, Dr Gerald Shields – Executive Director of Finance/CFO, Justin Garcia – Procurement Director, Rosalie Cruz – Accountant, Michelle Cordova – Accounts Payable/Finance Specialist, Louise CdeBaca – General Accountant, Jessica Duran – AR Cashier / Finance Specialist, Michael Montoya – AVPSS, Ryan Trujillo – Exec Admin Assist VPISS/AVPSS, Jeff Gamblin – IT Director, Keira Lewis – Network/System Administrator, Raymond Baca – Information Representative and Leslieann Garcia – Executive Admin, Recorder.

II. Pledge of Allegiance– Michele Cordova led the Pledge of Allegiance.

III. Approval of the Agenda
Trustee Richard Vigil moved to approve the agenda as presented and Trustee Rosalie Ortega 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. FY2027 Budget Approval – Dr. Gerald Shields & Sharrise Sanchez
Dr. Gerald Shields reviewed the budgetary changes to FY27 Budget and FY26 Unrestricted and Restricted BAR previously approved by the Board of Trustees on April 28, 2026.

<u>FY27 Operational Budget All Exhibits</u>

- We conducted a comprehensive review of personnel positions, supplies and expenses, travel budgets, and operational expenditures. Adjustments were made to both FY26 estimated actuals and FY27 proposed expenditures to ensure greater alignment with institutional priorities and available resources.
- Fixed error in recording the beginning balances for FY26 to reflect the ending balances from the FY25 Report of Actuals. Below is the overall impact to ending balances from Exhibit 1(includes all exhibits) and 2 (includes Instruction and General only).

ENDING BALANCE DIFFERENCES		
Exhibit 1	FY26 Estimated Actuals	FY27 Budget
Approved 4/28/2026	$5,097,784	$3,331,464
Proposed 6/16/2026	$7,164,437	$5,281,172
Increased Amounts	$2,066,653	$1,949,708
Exhibit 2	FY26 Estimated Actuals	FY27 Budget
Approved 4/28/2026	$4,068,396	$2,411,136
Proposed 6/16/2026	$6,178,401	$4,150,580
Increased Amounts	$2,110,005	$1,739,444

- We have revised the FY27 Operational Budget document due to corrections to the restricted BAR dated 6/15/26, refer to page 2, Item 4C.
- We have provided in this packet a Plant Funds Project List for FY27.

<u>FY27 Operational Budget Exhibit 20: Auxiliary Enterprises</u>

- Bookstore: Adjusted revenues and expenses to align with the new 2026 contract with First Day Complete.
- Removed revenues and expenses for campus housing, dining and associated operational expenses.
- Refined revenues and expenses for NMHU housing and dining.
- Addressed the long-standing deficit in Auxiliary by adding an additional one-time transfer of $100,000 in FY26 and FY27 and repurposing staff, moving to online bookstore and spirit clothing store in FY27. Reducing the Auxiliary Enterprises was one of the most significant requests from HED.

<u>FY26 Unrestricted BAR</u>

- Corrected beginning fund balance consistent with FY25 report of actuals ending balances. This adjustment increases fund balances.
- Moved NMGRO expenses.
- Provided better explanations on variances between the FY26 original and estimated actual budgets as requested by HED

<u>FY26 Restricted BAR</u>

- Corrected beginning fund balance consistent with FY25 report of actuals ending balances. Provided explanation for the variances.
- Advised by NMHED that the $242,000 NM GRO funds should be recorded as unrestricted rather than restricted, reducing revenue and expense by $242,000 in the FY26 BAR.
- Reason for 6/15/2026 revision: Upon double-checking formulas, a missing formula was identified and needed to be corrected in the FY26 Est. Actuals Restricted column. The FY26 budget for the Nursing Expansion grant was inadvertently omitted and has now been included in both Operating Budget and Restricted BAR documents.

a. Discussion/Action: FY27 Budget Approval – Revised

Vice Chair Louise Portillos moved to approve the revised FY27 Luna Community College operating budget, with the understanding that minor technical adjustments may be made to comply with HED and DFA requirements for approval. 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 Richard Vigil seconded. Madam Chair, Dr Phyllis Martinez called for a roll call.

All trustees voted unanimously to approve the Action Item: FY27 Budget Approval – Revised – Motion passed 7-0

a. **Discussion/Action: FY26 Budget Adjustment Request (BAR) – Revised**

Trustee Richard Vigil moved to approve the revised FY26 Unrestricted and Restricted Budget Adjustment Requests (BARs) as presented, with the understanding that minor technical adjustments may be made to comply with HED and DFA requirements for approval. 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. Madam Chair, Dr Phyllis Martinez called for a roll call.

All trustees voted unanimously to approve Action Item: FY26 Budget Adjustment Request (BAR) – Revised. – Motion passed 7-0

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

a. Regular Board of Trustees Meeting – Tuesday, July 14, 2026 @ 10:00 am – LCC Student Success Center Board Room.

VI. 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 @ 10:14 am - Motion passed 7-0.

Dr. Phyllis S. Martinez 7/14/26

Madam Chair, Dr. Phyllis Martinez **Date**

Leslieann Garcia 7/14/26

Recorder, Leslieann Garcia **Date**