



**MINUTES**  
**LUNA COMMUNITY COLLEGE**  
**BOARD OF TRUSTEES**  
**WORK SESSION MEETING**

Tuesday, November 19, 2024 @10:00 am  
LCC Student Success Center Board Room

**I. Meeting called to order at 10:10 am and a quorum established by a 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 Kenneth Medina, Trustee Rosalie Ortega.

**Not Present:** Trustee Dr. Gilbert Sena

**Also Present:** Interim President, Dr. Carol Linder, Interim CFO, Dr. Loretta Montoya, Comptroller and Budget Director, Sharrise Arellanes, Procurement Director Justin Garcia, Executive Admin and Recorder, Leslieann Garcia

**II. Pledge of Allegiance – Sharrise Arellanes led the Pledge of Allegiance**

**III. Approval of the Agenda**

Madam Vice Chair, Louise Portillos motioned to approve the agenda and Trustee Rosalie Ortega seconded. Madam Chair Dr. Phyllis Martinez called for a roll call.

**All trustees present voted unanimously to approve the agenda. - Motion passed.**

**IV. FY24 Report of Actuals Overview – Interim CFO Dr. Loretta Montoya and Comptroller/Budget Director Sharrise Arellanes**

A full Report of Actuals was provided to the Board for the session.

**V. Travel Policy – Interim CFO Dr. Loretta Montoya and Procurement Director Justin Garcia**  
Secretary Mark Dominguez moved to Table Travel Policy and Vice Chair Louise Portillos seconded.  
Madam Chair Dr. Phyllis Martinez asked for a roll call.

**All trustees present voted unanimously to Table Travel Policy - Motion Tabled.**

**VI. Association of Community College Trustees Leadership Summit Report from attendees – Chair Dr. Phyllis Martinez, Trustee Rosalie Ortega and Trustee Dr. Gilbert Sena**

Madam Chair Dr. Phyllis Martinez and Interim President Dr Carol Linder provided verbal summaries of their written reports on the ACCT Leadership Congress in Seattle WA on October 23-25, 2024. Trustee Dr, Gilbert Sena provided a written report in his absence. Trustee Rosalie Ortega provided a verbal report on Lessoned Learned.

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

- a. Tuesday, December 10, 2024 @10:00 am – LCC Student Success Center Board Room.

Trustee Kenneth Medina motioned to move to Executive Session and Trustee Rosalie Ortega seconded. Madam Chair Dr. Phyllis Martinez called for a roll call.

**All trustees present voted to move to Executive Session – Motion passed unanimously**

**VIII. Executive Session**

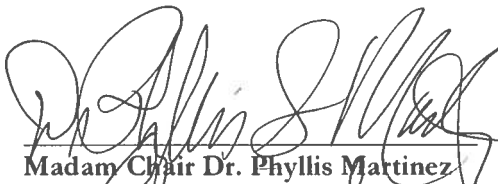
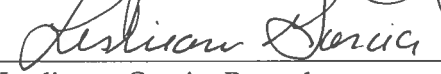
- a. Limited Personnel Matters as permitted by NMSA 1978, Section 10-15-1(H)(2) (as amended) of the Open Meetings ACT.

**All trustees present voted unanimously to move back to Regular Session – Motion passed - No Actions Taken**

**IX. Adjourn**

Madam Chair Dr. Phyllis Martinez motioned to Adjourn and Trustee Rosalie Ortega seconded. Madam Chair Dr. Phyllis Martinez asked for a roll call.

**All trustees voted to adjourn. - Motion passed unanimously @ 12:53 pm.**

	12/18/24
Madam Chair Dr. Phyllis Martinez	Date
	12/18/24
Leslieann Garcia, Recorder	Date