



New Mexico Educational Assistance Foundation (NMEAF)
Board of Directors Meeting

Location: NMEAF Board Room/Zoom

When: October 30, 2023
1:30 PM

Agenda

- I. Call to Order
- II. Roll Call – *Anna Smith*
- III. Introduction of Visitors – *Brad Allpass*
- IV. **Approval of the Agenda*** – *Gavin Gillette*
- V. **Approval of August 1, 2023 Board Meeting Minutes*** - *Gavin Gillette*
- VI. **Election of Board Officers*** - *Gavin Gillette*
- VII. Audit Committee Assignment – *Board Chair*
- VIII. **Approval of NMEAF Officers*** - *Board Chair*
 - a. Brad Allpass – President and CEO
 - b. Grace Tackman – Vice President HR and Administrative Services
 - c. Estevan Martinez – Assistant Vice President Information Technologies
 - d. Tracy Rowe – Assistant Vice President Finance
- IX. **Annual Approval of Board Policies*** - *Brad Allpass*
 - a. NMEAF Escheatment Policy
 - b. NMEAF Purchasing Policy
 - c. NMEAF Travel and Reimbursement Procedures
 - d. NMEAF Investment and Cash Management Policy
- X. Audit Committee Report – *Kevin Powers*
 - a. **Approval of June 30, 2023 Audited Financial Statements***
 - b. October 11, 2022 Audit Committee Meeting Summary
- XI. **Appointment of New Board Member*** - *Brad Allpass*
- XII. President’s Report – *Brad Allpass*

***Board Action**

- a. Department of Education and Congressional Updates
 - b. CUBIT Fund Update/Future
 - c. Update from Collections Resources, Inc.
- XIII. Financial Report – *Tracy Rowe*
- a. **Approval of 2023/2024 NMEAF/NMSLGC Service Agreement***
 - b. September 30, 2022 Financial Statements
- XIV. Community Outreach Report – *Grace Tackman*
- XV. Organizational and Department Reports – *Brad Allpass*
- a. Administrative Services and Human Resource – *Grace Tackman*
 - b. NMEAF Operations – *Lois Fort*
 - c. 180 Resolutions – *Lois Fort*
 - d. Information Technologies – *Estevan Martinez*
 - e. Legal – *Reg Storment*
 - f. NMSLGC Operations – *Melissa Dale*
- XVI. Other Matters – *Brad Allpass*
- a. Next Board Meeting: January 23, 2024
- XVII. **Executive Session*** (*When determined as necessary by the board for personnel matters or potential litigation*).
- XVIII. **Adjournment***

***Board Action**