



**Albuquerque Volunteer Advisory Board Minutes  
February 3, 2022**

**ABQ VOLUNTEERS**

**Members in attendance:**

Hallee Nguyen, Taura Livingston, Patricia Lee Chavez, Vaisu Bronk, Alex Bazan, Dathan Weems, Adriano Lujan, Michelle Montoya, Nadine Buerger

**Members absent:** Erin Hagenow, Jude Quintana, Joseph Sanchez, Wendy Santiesteban

**Staff:** Mariah Harrison

11:07 Hallee calls the meeting to Order.

11:08 Review and approval of January minutes. Nadine motioned, Vaisu seconded, all in favor. Motion to approve January passed.

11:10 Hallee announces that CABQ Staff member is now Mariah Harrison, taking over for Nick Vottero.

**11:14 Volunteer of the Month**

The Board reviewed the awardees for January and February who would be recognized the following week. The Board also had another volunteer previously chosen for March who will be recognized in three weeks. The Board reviewed and voted on the April volunteer nominee. Nadine motioned to award Vera, Alex seconded, all in favor. Motion to award Vera Valles, a Foster Grandparent, as the April volunteer passed. As two other nominations remained, a question arose as to what the board would do with these nominations. Board determined to carry excess nominations forward in the pool through the next Mayor’s Day of Recognition.

**11:20 Mayor’s Day of Recognition**

No date approved yet. Further details will come together when we get a date from the Mayor’s Scheduler. Later in the agenda the Board discusses finding a chair and subcommittee for this event.

**11:21 Ongoing Business**

Community of Practice – The next topic is Self Care. It will be held on Tuesday, March 1 at 12:00. An event chair will be chosen for this, also. Next meeting time for this planning team will be Feb 10 at 9:00am. Taura, Alex, and Nadine will assist.

**11:25 New Business**

- A. 2022 Board meeting dates. Mariah recommended that the Board identify remaining meeting dates for the year. Patricia motioned to set the 2022 meeting dates as the first Thursday of each month at 11:00am, Adriano seconded, all in favor. Motion to set 2022 meeting dates as noted below passed.

March 3	July 7	November 3
April 7	August 4	December 1
May 5	September 1	
June 2	October 6	

- B. The board discussed whether or not to institute a Secretary as a new officer role, or whether someone could take turns taking minutes. A discussion was had about how much of a commitment in time this

would be, whether or not it would be for one year at a time or longer. It was noted that detailed note taking can take away some participation in the conversation. The board decided to table this decision, but at this time someone will volunteer to take notes each meeting to assist the City staff person in gathering details of discussions. Taura volunteered to take minutes for the March meeting but later after she was elected Community of Practice subcommittee chair, Alex volunteered to take minutes for the March meeting.

C. Subcommittees

- a. Hallee recommended that both Mayor's Day and Community of Practice have chairs for each committee. Hallee stated that the role of the subcommittee chair will be to hold committee meetings and give updates at full board meetings on the progress made within the committee. No one volunteered for chair of Mayor's Day. The Board will bring this up again in the next meeting. In the continued discussion about Mayor's Day Patricia noted that she remembered the Board voting in January to make the event virtual. However, this was not in the minutes from January and the minutes had already been approved. A few board members remembered this differently, also, as the decision would be in the future and centering more around the date the event would be held. Mariah suggested taking a vote so that it could be documented. Patricia motioned to make Mayor's Day of Recognition a virtual event, Taura seconded, but the Board determined that the vote would not pass. (Upon later review of the members present, the motion would have passed with a quorum with five of the eight members voting in favor even with four others absent. But as this item was not on the noticed agenda, per the Board and Commissions Ordinance it could not have been voted on.) The Board determined to table this and put it in the next meeting in hopes more members would be in attendance and further discussion could be had.
- b. Taura volunteered to be the chair of the Community of Practice. Adriano motioned to make Taura chair, Patricia seconded, all in favor. Motion to make Taura chair of the Community of Practice team passed.

- D. Taura motioned to move both the discussions of Onboarding and Board Goals to the March meeting. Adriano seconded this, all in favor. Motion passed.

E. Educational initiatives of the Board

Michelle (the new AVAB Vice-Chair) described the idea of including an educational piece within Board meetings. Each member will take turns during the meeting to share information about their organization or an organization for which they wish to raise awareness. This will affirm the importance of the Board, show gratitude for the members and their work, and strengthen the work of the Board overall. Michelle will send a calendar sign-up for members to choose months for which they will present. Each presentation will be 2-3 minutes. Board members will also be able to share updates and event notices etc via adding to a shared document that the Board can review as needed.

12:02 Motion to adjourn from Patricia, Adriano seconded, all in favor. Meeting adjourned at 12:02.