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San Francisco Soil and Water Conservation District  
P.O. Box 119 – Glenwood, New Mexico 88039  
575-539-2593

RESOLUTION #004-2023

SAN FRANCISCO SOIL and WATER CONSERVATION DISTRICT  
OPEN MEETINGS RESOLUTION

WHEREAS, Section 10-15-I(B) of the open Meetings Act (Sections 10-15-1 through 10-15-4 NMSA 1978) states that, except as may be otherwise provided in the Constitution or the provisions of the Open Meetings Act, all meetings of a quorum of members of any board, commission or other policymaking body of any state agency held for the purpose of formulating public policy, discussing public business or for the purpose of taking any action within the authority of such board, commission or other policy-making body, are declared to be public meetings open to the public at all times; and

WHEREAS, Any meetings subject to the Open Meetings Act at which the discussion or adoption of any proposed resolution, rule, regulation or formal action occurs shall be held only after reasonable notice to the public, and

WHEREAS, Section 10-15- I(D) of the open Meetings Act requires the SAN FRANCISCO SOIL AND WATER CONSERVATION DISTRICT to determine annually what constitutes reasonable notice of its public meetings:

NOW THEREFORE BE IT RESOLVED by SAN FRANCISCO SOIL AND WATER CONSERVATION DISTRICT on this 14th day of November, 2022, that:

Regular meetings of the SAN FRANCISCO SOIL AND WATER CONSERVATION DISTRICT shall ordinarily be held each month at 11 a.m. on the Monday preceding the 2nd Tuesday of each month at the Fire Training Center, Reserve, New Mexico. If for any reason we are unable to meet in person, the information to join a virtual meeting will be posted with the regular meeting notice and the link will be available on the website. A proposed agenda will be available from San Francisco Soil & Water Conservation District, 5460 Highway 180, Glenwood, New Mexico. Notice of regular meetings will be given seventy-two hours before the meeting to parties who request it in writing.

A notice of regular meetings will be posted at the following locations:

1. Catron County Courthouse
2. Website - [sfswcd.org](http://sfswcd.org)

Special meetings of the SAN FRANCISCO SOIL AND WATER CONSERVATION DISTRICT may be called by the Chairman or a majority of the members upon three (3) days notice. Parties who have requested notice of meetings in writing will be notified by telephone.

Notice of special meetings will be posted at the following locations:

1. Catron County Courthouse, Reserve, NM
2. Website – [sfswcd.org](http://sfswcd.org)

Emergency-meetings of the SAN FRANCISCO SOIL AND WATER CONSERVATION DISTRICT are meetings called under circumstances which demand immediate action by the Board of Supervisors. Although the Board of Supervisors would avoid emergency meetings whenever possible, such circumstances may occasionally arise. The Chairman or a majority of the members upon twenty-four,

(24) hours notice may call emergency meetings. Parties who have requested a notice of meetings in writing will be notified by telephone.

Notice of emergency meetings will be posted at the following locations:

1. Catron County Courthouse, Reserve, NM
2. Website – [sfswcd.org](http://sfswcd.org)

Pursuant to Section 10-15-I(E) NMSA 1978, the SAN FRANCISCO SOIL AND WATER CONSERVATION DISTRICT may close a meeting to the public if the subject matter of such discussion or action is included in Subsection E of the Open Meetings Act, Section 10-15-1 NMSA 1978. If any Board of Supervisors meeting is closed pursuant to Section 10-15-1(E) NMSA, such closure:

(1) if made in an open meeting, shall be approved by a majority vote of a quorum of the Board of Supervisors and authority for the closure shall be stated-in the motion calling for the vote on a closed meeting. The vote on a closed meeting shall be taken in an open meeting and the vote of each individual member is to be recorded in the minutes. Only those subjects announced or voted upon prior to closure by the Board of Supervisors may be discussed in a closed meeting; and

(2) if called for when the Board of Supervisors is not in an open meeting, the closed meeting shall not be held until public notice, appropriate under the circumstances, stating the specific provision of law authorizing the closed meeting is given to the members and to the general public.

If otherwise allowed by law or rule of the public body, a member of a public body may participate in a meeting of the public body by means of a conference telephone or other similar communications equipment when it is otherwise difficult or impossible for the member to attend the meeting in person, provided that each member participating by conference telephone can be identified when speaking, all participations are able to hear each other at the same time and members of the public attending the meeting are able to hear any member of the public body who speak during the meeting.

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact Annie Simpson at 575/539-2593, 5460 Highway 180, Glenwood, NM at least one (1) week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact Annie Simpson at 575/539-2593 if a summary or other type of accessible format is needed.

Howard Hutchinson  
Chairman, Board of Supervisors  
SAN FRANCISCO SOIL AND WATER CONSERVATION DISTRICT

November 14, 2022

This resolution pass upon motion by Carolyn Nelson  
and second by Bill Powell Motion passed/failed.

Vote as follows:

	Yea	Nay	
Howard Hutchinson	<u>X</u>	_____	<u>Howard Hutchinson</u>
Carolyn Nelson	<u>X</u>	_____	<u>Carolyn Nelson</u>
Janet Porter Carrejo	<u>X</u>	_____	<u>Janet Porter Carrejo</u>
Bill Powell	<u>x</u>	_____	<u>Bill Powell</u>
Brent Laney	_____	_____	<u>Absent</u>