

# **OPEN MEETINGS ACT RESOLUTION FY25-006**

**WHEREAS**, the Ramah Water & Sanitation District Board of Directors, met in regular session at RW&SD office building at 47A North Bloomfield on January 14<sup>th</sup>, 2025, at 7 p.m. as required by law; and

**WHEREAS** Section 10-15-1(B) of the **Open Meetings Act** (NMSA 1978, Sections 10-15-1 to -4) 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, council, commission, administrative adjudicatory body or other policymaking body of any state or local public agency held for the purpose of formulating public policy, discussing public business or for the purpose of taking any action within the authority of or the delegated authority of such 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 10-15-1(D) of the Open Meetings Act requires the Ramah Water & Sanitation District Board of Directors to determine annually what constitutes reasonable notice of its public meetings.

**NOW, THEREFORE, BE IT RESOLVED** by the **Ramah Water and Sanitation District Board of Directors** that:

1. **MEETING LOCATION:** All meetings shall be held at **47A North Bloomfield at 7pm** on the second Tuesday of the month or as indicated in the meeting notice. Board members who can not attend the meeting in person, may be able to attend electronically through google meets as long as the board can hear and communicate clearly with the physically absent board member.

2. **REGULAR MEETINGS:** Unless otherwise specified, regular meetings shall be held each month on the **second Tuesday of the month**. The agenda will be available at least seventy two hours prior to the meeting electronically on [www.ramahwatersanitationdistrict.com](http://www.ramahwatersanitationdistrict.com), posted at the **Ramah Post Office, the Stagecoach Café** and at the **district office**. Notice of any other regular meetings will be given ten days in advance of the meeting date. The notice shall indicate how and when a copy of the agenda may be obtained.

3. **Special meetings** may be called by the Chairman or a majority of the members upon three days notice. The notice will include an agenda for the meeting or information on how members of the public may obtain a copy of the

agenda. The agenda shall be available to the public at least twenty-four hours before any special meeting.

4. **Emergency meetings** will be called only under unforeseen circumstances that demand immediate action to protect the health, safety and property of citizens or to protect the public body from substantial financial loss. The Ramah Water & Sanitation District Board of Directors will avoid emergency meetings whenever possible. Emergency meetings may be called by the Chairman or a majority of the members upon twenty-four hours notice, unless threat of personal injury or property damage requires less notice. The notice for all emergency meetings will include an agenda for the meeting or information on how the public may obtain a copy of the agenda. Within ten days of the board acting on an emergency matter, the RW&SD Board of Directors will notify the Attorney General's office.

5. For the purposes of regular meetings described in paragraph 2 of this resolution, notice requirements are met if notice of the date, time, place and agenda is posted in the following locations online at [www.ramahwatersanitationdistrict.com](http://www.ramahwatersanitationdistrict.com), physically at Ramah Post Office, Stagecoach Café and the RW&SD office.

6. For the purposes of special meetings and emergency meetings described in paragraphs 3 and 4 of this resolution, notice requirements are met if notice of the date, time, place and agenda is posted online at [www.ramahwatersanitationdistrict.com](http://www.ramahwatersanitationdistrict.com), posted physically at the Ramah Post Office, Stagecoach Café and at the district office.

7. In addition to the information specified above, all notices shall include the following language:

"If you are an individual with a disability who needs 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 Ramah Water & Sanitation District at 47A North Bloomfield at least two weeks 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 Ramah Water & Sanitation District at (505)783-4018 if a summary or other type of accessible format is needed."

8. The Ramah Water and Sanitation District may close a meeting to the public only if the subject matter of such discussion or action is excepted from the open meeting requirement under Section 10-15-1(H) of the Open Meetings Act.

(a) If any meeting is closed during an open meeting, such closure shall be approved by a majority vote of a quorum of the Ramah Water & Sanitation District

board of directors taken during the open meeting. The authority for the closed meeting and the subjects to be discussed shall be stated with reasonable specificity in the motion to close and the vote of each individual member on the motion to close shall be recorded in the minutes. Only those subjects specified in the motion may be discussed in the closed meeting.

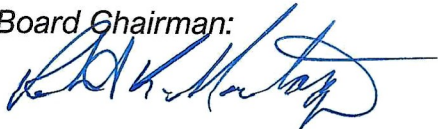
(b) If a closed meeting is conducted when the Ramah Water and Sanitation District Board of Directors is not in an open meeting, the closed meeting shall not be held until public notice, appropriate under the circumstances, stating the specific provision of law authorizing the closed meeting and the subjects to be discussed with reasonable specificity, is given to the members and to the general public.

(c) Following completion of any closed meeting, the minutes of the open meeting that was closed, or the minutes of the next open meeting if the closed meeting was separately scheduled, shall state whether the matters discussed in the closed meeting were limited only to those specified in the motion or notice for closure.

(d) Except as provided in Section 10-15-1(H) of the Open Meetings Act, any action taken as a result of discussions in a closed meeting shall be made by vote of the Ramah Water & Sanitation District Board of Directors in an open public meeting.

**Passed by the Ramah Water & Sanitation District Board of Directors on this day of January 14th , 2025.**

Board Chairman:



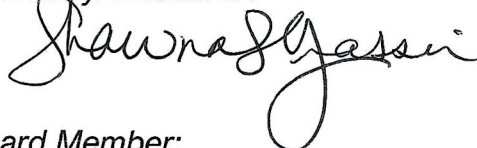
Date: 01-14-25

Vice President:



Date: 01-14-25

Secretary/Treasurer:



Date: 01/14/2025

Board Member:



Date: 1/14/2025

Board Member:

Date: