

OPEN MEETINGS ACT RESOLUTION
of the
Board of Directors
of the
Tranquillo Pines Mutual Domestic Water Consumers Association

Resolution number: 2025-2

*WHEREAS, the Tranquillo Pines Mutual Domestic Water Consumers Association met in regular session at Los Vecinos Community Center, Tijeras, NM on **May 8, 2025**, at **6 p.m.** as required by law; and*

WHEREAS, Section 10-15-1 (B) of the Open Meetings Act (Sections 10-15-1 to -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 of a 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, the Open Meetings Act (Section 10-15-1 (D) NMSA 1978) requires the Tranquillo Pines Mutual Domestic Water Consumers Association (TPMDWCA) to determine annually what constitutes reasonable notice of its public meetings.

NOW, THEREFORE, BE IT RESOLVED by the Tranquillo Pines Mutual Domestic Water Consumers Association that:

*1. All meetings shall be held at the TPMDWCA Office at 10 Bobolink Ln, Tijeras at **6:00 p.m.** or as indicated in the meeting notice.*

*2. Unless otherwise specified, regular meetings shall be held each month on the third Thursday at 6:00 p.m. The agenda will be available at least 72 hours prior to the meeting on the Tranquillo Pines Mutual Domestic Water Consumers Association website at <https://tpwuc.net/>. Notice of **any other regular** meetings will be given ten (10) days in advance of the meeting date. The notice shall indicate how a copy of the agenda may be obtained.*

*3. **Special meetings** may be called by the President or a majority of the members **upon three (3) days notice**. The notice shall 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 72 hours before any special meeting and is posted on the association's web page.*

*4. Emergency meetings will be called only under unforeseen circumstances which demand immediate action to protect the health, safety and property of citizens or to protect the public body from substantial financial loss. The Board of Directors will avoid emergency meetings whenever possible. Emergency meetings may be called by the Chair or a majority of the members **upon twenty-four (24) hours' notice**, unless the threat of personal injury or property damage requires less notice. The notice for all emergency meetings shall include an agenda for the meeting or information on how the public may obtain a copy of the agenda. Within ten days of taking action on an emergency matter, the public body shall report to the attorney general's office the action taken and the circumstances creating the emergency; provided that the requirement to report to the attorney general is waived upon the declaration of a state or national emergency.*

5. For the purposes of regular, special or emergency meetings described in paragraph 2,3,and 4 of this resolution, notice requirements are met if notice of the date, time, place and agenda is posted in the following locations: The TPWUC Office and Sunflower Meadow Park bulletin board at the corner of Skyland Blvd. and Raven Rd.

6. The TPMDWCA Board of Directors 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) NMSA 1978 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 TPMDWCA 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 the decision to hold a closed meeting is made when the TPMDWCA 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) NMSA 1978 of the Open Meetings Act, any action taken as a result of discussions in a closed meeting shall be made by vote of the TPWUC Board of Directors in an open public meeting.

7. 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 TPMDWCA office at 505-281-3668 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 TPMDWCA at 505-281-3668 if a summary or other type of accessible format is needed.

8. Telephonic participation in a public meeting is permissible under the following circumstances:

1. The telephonic equipment is available and in working order
2. Each participant can be identifiable when speaking
3. All participants are able to hear each other at the same time
4. Participants attending the meeting in person are able to hear any participant of the public body
- 5: Participant is ill or otherwise incapacitated and not physically able to attend
- 6: Participants are out of state and/or more than 60 miles away
- 7: Participant informs the TPMDWCA office at 505-281-3668 at least one (1) week prior to meeting of the need to participate via telephonic means

Passed by the a majority vote of the quorum of members present at the Annual Meeting
on May 8, 2025

Signature: _____

Name: Gary Ashcraft

Title: President, TPMDWCA

Signature: _____

Name: Richard Rondeau

Title: Vice President, TPMDWCA

Signature: _____

Name: Harvey Peel

Title: Board Member, TPMDWCA

Signature: _____

Name: Carl Walker

Title: Secretary-Treasurer, TPMDWCA

Signature: _____

Name: Charles Davidson

Title: Board Member, TPMDWCA