

OPEN MEETINGS ACT RESOLUTION

WHEREAS, the Cottonwood Rural Water Association met in regular session at the Cottonwood Rural Water Association building located at R260 N. 13th Rural St. Artesia, NM on January 21, 2025 at 4:00 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 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, Section 10-15-1 (D) of the Open Meetings Act requires the Cottonwood Rural Water Association to determine annually what constitutes reasonable notice of its public meetings;

NOW, THEREFORE, BE IT RESOLVED by the Cottonwood Rural Water Association that:

1. All meetings shall be held at Cottonwood Rural Water Association building at 4 p.m. or as indicated in the meeting notice.
2. Unless otherwise specified, regular meetings shall be held each month on the third Tuesday of every month. The agenda will be available at least 72 hours prior to the meeting at Cottonwood Rural Water Association building and located at R260 N 13th Rural St., Artesia, New Mexico, phone (575) 746-9597. 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 seventy-two (72) hours before any special meeting.
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 Cottonwood Rural Water Association will avoid emergency meetings whenever possible. Emergency meetings may be called by the President or a majority of the members upon twenty-four (24) hours' notice, unless threat of personal injury or property damage require 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.
5. For the purposes of regular, special or emergency meetings described in paragraph 2 of this resolution, notice requirements are met if notice of the date, time, place and agenda is placed on Cottonwood Rural Water Association's website at www.crwac.myruralwater.com.

6. The Cottonwood Rural Water Association 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 Cottonwood Rural Water Association 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 Cottonwood Rural Water Association 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 Cottonwood Rural Water Association in an open public meeting.

Passed by the Cottonwood Rural Water Association on 21st day of January, 2025.

COTTONWOOD RURAL WATER ASSOCIATION

By: _____

Ross

Ross Horner, President

