

**OPEN MEETINGS ACT RESOLUTION
FOR FISCAL YEAR 2024
NEW MEXICO LAND GRANT COUNCIL**

WHEREAS, the Members of the New Mexico Land Grant Council met in regular session, in an in person and virtual meeting, on August 11, 2023; 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 New Mexico Land Grant Council to determine annually what constitutes reasonable notice of its public meetings;

NOW, THEREFORE, BE IT RESOLVED by the New Mexico Land Grant Council that:

1. All meetings shall be held at a time and place as indicated in the meeting notice.
2. *Regular Meetings* will only be held after at least seven (7) days advance notice to the public. The agenda shall be available at least seventy-two (72) hours before any regular meeting.
3. *Special Meetings* may be called outside of regular meetings by the Chairman or a majority of Council members upon at least three (3) days notice. The agenda shall be available at least seventy-two (72) hours before any special meeting.
4. *Emergency Meetings* may be called only under unforeseen circumstances that demand immediate attention to protect the health, safety and property of citizens or to protect the public body from substantial financial loss. The New Mexico Land Grant Council will avoid emergency meetings whenever possible. Emergency meetings may be called by the Chairman or majority of the members upon twenty-four (24) hours notice unless threat of personal injury or property damage requires less notice.
5. For the purposes of *Regular Meetings* described in paragraph 2 of this Resolution, notice requirements are met if notice of the date, time, location and any remote participation options, and the agenda or information on how a copy of the agenda may be obtained is

published on the Council's website (www.lgc.unm.edu) and is publicly posted at the staff office of the New Mexico Land Grant Council. Copies of the notice shall also be mailed to any broadcast stations and newspapers that have made a written request for notice of public meetings.

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, location and any remote participation options, and the agenda or information on how a copy of the agenda may be obtained is published on the Council's website (www.lgc.unm.edu) and is publicly posted at the staff office of the New Mexico Land Grant Council. Telephone notice shall also be given to any broadcast stations and newspapers that have made a written request for notice of public meetings.
7. In addition to the information specified above, all notices shall include the following language:

If you are an individual with a disability who is in need of an auxiliary aid or service to attend or participate in the meeting, please contact the Council staff listed below 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 the Land Grant Council if a summary or other type of accessible format is needed.

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8. A Council Member may participate in a public meeting of the New Mexico Land Grant Council by means of video or phone conference when it is difficult or otherwise impossible to attend the meeting in-person, provided only that the public in attendance can hear that Member and that the Member can hear all other Council Members and participants.

Adopted by the New Mexico Land Grant Council this 11th day of August 2023.



Juan Sanchez, Chair