

New Mexico Land Grant Council (NMLGC)
June 20, 2019 – 10:00am
Southwest Hispanic Research Institute
University of New Mexico
1829 Sigma Chi NE
Albuquerque, NM 87106

Minutes – Final

Special Council Meeting

1. Call to Order - Roll Call

Chairman Juan Sánchez called the meeting to order at 10:02am. Roll call of the Council members: Rita Padilla-Gutiérrez, Juan Sánchez, and Macario Griego were present. *Councilor Leonard Martínez called into the meeting from Madrid, Spain.*

2. Introduction of Guests

Juan Sánchez (NMLGC); Rita Padilla-Gutiérrez (NMLGC); Macario Griego (NMLGC); Arturo Archuleta (NMLGC/LGSP); Jacobo Baca (NMLGC/LGSP); Venessa Chávez (LGSP); Novela Salazar (NMAG).

Leonard Martínez (NMLGC) via phone from Madrid, Spain.

3. Approval of Agenda

Councilor Macario Griego made a motion to approve the agenda; Councilor Rita Padilla-Gutiérrez seconded the motion. The motion was approved unanimously.

4. Discussion and Possible Action on Council FY 2020 Budget

Mr. Arturo Archuleta discussed the FY 2020 budget approved by the NMLGC in the April 2019 meeting. DFA (Department of Finance and Administration) will take on some third-party contracts. It will take on the contract with New Mexico Legal Aid but will not host the contract for surveyor services as it falls under public works and will take six months to a year for the request for proposals (RFP) to be executed and selected since it will have to go through state purchasing. It is therefore recommended that the Council go through the UNM contract and follow the University's procurement processes. The drawback is that the Council will lose money to the Finance and Administration fees but the University will provide no services. Mr. Archuleta presented the amended budget (handout). Surveyor services were reduced from \$26,000 to \$21,600 to take on the F&A fee. Postage was also adjusted from \$120.00 to \$150.00 and supplies were from \$800.00 to \$838.00. UNM's F&A charge increased from \$31,659 to \$35,991.

Councilor Griego asked how the surveyor services will be offered. Mr. Archuleta stated that the selected surveyor will be one that is familiar with federal lands surveys and will work on requests as assigned by the NMLGC. Requesting land grant boards of trustees will ask the Council for surveyor services. Chairman Sánchez commented that some requests might

as simple as reviewing surveys, but potential projects will have to be prioritized mindful of the cost of each project.

Councilor Padilla-Gutiérrez made a motion to approve the FY 2020 NMLGC Amended Budget; Councilor Griego seconded the motion. The motion passed unanimously.

5. Discussion and Possible Action on FY 2020 UNM Intergovernmental Agreement

Mr. Archuleta presented the FY 2020 UNM Intergovernmental Agreement (aka, FY 2020 UNM Contract). DFA amended the scope of work making small changes, including adding DFA, the Office of the Governor, and the New Mexico State Legislature as recipient of NMLGC annual report, which is due by DFA year-end memo. This has been NMLGC practice but is now required. The Agreement is now \$189,696 to \$215,946, accounting for the \$26,000 surveyor costs. We need to find out if UNM has included this contract in its own audits.

Councilor Griego made a motion to approve the FY 2020 UNM Intergovernmental Agreement; Councilor Padilla-Gutiérrez seconded the motion. The motion passed unanimously.

6. Discussion and Possible Action on FY 2020 Third Party Contracts

Mr. Archuleta discussed changes to the contract for legal services as drafted by DFA.

Councilor Padilla-Gutiérrez made a motion to accept changes to FY 2020 Third Party Contracts as drafted by DFA; Councilor Griego seconded the motion. The motion passed unanimously.

DFA has requested that the Council approve a legal services contractor and DFA can then enter into a contract with the requested contractor.

Councilor Padilla-Gutiérrez made a motion that the New Mexico Land Grant Council request New Mexico Legal Aid as the Council's legal services contractor; Councilor Griego seconded the motion. The motion passed unanimously.

7. Discussion and Possible Action on Land Grant Support Fund

Mr. Archuleta updated the Council on the status of FY 2019 Land Grant Support Fund awards. The Anton Chico Grant is working to spend their award but is behind. The last acceptable date to complete their award is July 12, 2019. We hope to have completed awards from Chililí, Tomé, and San Antonio de Las Huertas by the June 27th meeting.

8. Discussion and Possible Action on FY 2019 UNM Intergovernmental Agreement

Mr. Archuleta presented pay request #10 for \$41,819.43.

Councilor Griego made a motion to approve pay request #10; Councilor Padilla-Gutiérrez seconded the motion. The motion passed unanimously.

9. Adjournment

Councilor Griego made a motion to adjourn; Councilor Padilla-Gutiérrez seconded the motion. The motion passed unanimously. The meeting adjourned at 10:36 am.

Approved:

Chair

Date