

New Mexico Land Grant Council (NMLGC)  
July 12, 2024 – 3:00pm  
UNM Taos Klauer Campus  
Padre Martinez Hall  
1157 County Road 110  
Ranchos de Taos, New Mexico, 87557

**Meeting Minutes  
Regular Council Meeting**

**1. Call to Order - Roll Call**

Chairman Juan Sánchez called the meeting to order at 3:30pm MDT. Roll call of the Council members: Andrea Padilla, Steve Polaco, and Juan Sánchez were present.

**2. Introduction of Guests**

Juan Sánchez (NMLGC); Andrea Padilla (NMLGC); Steve Polaco (NMLGC); Arturo Archuleta (NMLGC/LGSP); Anissa Baca (NMLGC/LGSP); Greta Archuleta (NMLGC);

**3. Approval of Agenda**

Councilor Polaco made a motion to approve the agenda; Councilor Padilla seconded the motion.

Roll call vote:

Councilor Padilla – aye  
Councilor Polaco - aye  
Chairman Sánchez – aye

The motion was passed.

**4. Discussion and Action on FY 2024 Budget Adjustment Request and FY 2024 UNM IGSA Internal Budget Revision**

Mr. Archuleta presented a budget adjustment request to submit to DFA for a total of \$701.900  
Councilor Padilla made a motion to approve the budget adjustment request; Councilor Polaco seconded the motion.

Roll call vote:

Councilor Padilla – aye  
Councilor Polaco - aye  
Chairman Sánchez – aye

The motion was passed.

Mr. Archuleta presented a Budget Revision Request to submit to UNM for a total of \$5,239.59.

Councilor Polaco made a motion to approve the UNM Budget Revision; Councilor Padilla seconded the motion.

Roll call vote:

Councilor Padilla – aye  
Councilor Polaco - aye  
Chairman Sánchez – aye

The motion was passed.

**5. Approval of FY 2024 service contract invoices and FY 2024 NMLGC-UNM IGSA final pay request**

Mr. Archuleta presented pay request #3 from New Mexico Legal Aid, Inc. for \$4,485.00. Councilor Polaco made a motion to approve pay request #3 from New Mexico Legal Aid, Inc.; Councilor Padilla seconded the motion.

Roll call vote:

- Councilor Padilla – aye
- Councilor Polaco - aye
- Chairman Sánchez – aye

The motion was passed.

Mr. Archuleta presented an invoice #11658 from Albuquerque Office Systems, LLC for \$9,915.16. Councilor Padilla made a motion to approve invoice #11658 from Albuquerque Office Systems for \$9,915.16; Councilor Polaco seconded the motion.

Roll call vote:

- Councilor Padilla – aye
- Councilor Polaco - aye
- Chairman Sánchez – aye

The motion was passed.

Mr. Archuleta presented an invoice from Chicago Dell Marketing LP for \$1,689.07. Councilor Polaco made a motion to approve the invoice from Chicago Dell Marketing LP for \$1,689.07; Councilor Padilla seconded the motion.

Roll call vote:

- Councilor Padilla – aye
- Councilor Polaco - aye
- Chairman Sánchez – aye

The motion was passed.

Mr. Archuleta presented invoice #06202024 from Territorial Land Surveying LLC for \$8,433.25. Councilor Polaco made a motion to approve invoice #06202024 for \$8,433.25; Councilor Padilla seconded the motion.

Roll call vote:

- Councilor Padilla – aye
- Councilor Polaco - aye
- Chairman Sánchez – aye

The motion was passed.

A group of individuals entered into the Council meeting and indicated that they wanted to be placed on the agenda of the meeting to be heard on a matter of concern. Chairman Sanchez responded that the Council could not revise the agenda on the spot as doing so would violate the Open Meetings Act, which requires that an agenda be finalized at least 72 hours prior to the meeting [10-15-1(F)]. He informed them that they could contact staff if they would like to be placed on the agenda of a subsequent Council meeting.

Mr. Archuleta presented invoice #06282024 for Territorial Land Survey for \$629.82.

Councilor Padilla made a motion to approve invoice #60282024 for \$629.82; Councilor Polaco seconded the motion.

Roll call vote:

- Councilor Padilla – aye
- Councilor Polaco - aye
- Chairman Sánchez – aye

The motion was passed.

Mr. Archuleta presented invoice #6301 from CB4U for \$5,708.16.

Councilor Polaco made a motion to approve invoice #6301 from CB4U for \$5,708.16; Councilor Padilla seconded the motion.

Roll call vote:

- Councilor Padilla – aye
- Councilor Polaco - aye
- Chairman Sánchez – aye

The motion was passed.

Mr. Archuleta presented invoice FY2024-01 for Roger Valdez for \$4920.00.

Councilor Padilla made a motion to approve invoice FY2024-01 for Roger Valdez; Councilor Polaco seconded the motion.

Roll call vote:

- Councilor Padilla – aye
- Councilor Polaco - aye
- Chairman Sánchez – aye

The motion was passed.

Mr. Archuleta presented invoice #1 from Community Development Consulting Associates, LLC for \$2,518.09.

Councilor Padilla made a motion to approve the invoice from the Community Development Consulting Associates, LLC for \$2,518.09; Chairman Sanchez seconded the motion.

Roll call vote:

- Councilor Padilla – aye
- Councilor Polaco - abstained
- Chairman Sánchez – aye

The motion was passed.

Mr. Archuleta presented invoice #2024-13 for Del Medio Forestry, LLC for \$5,000.

Chairman Sanchez made a motion to approve invoice #2024-13 for \$5,000; Councilor Padilla seconded the motion.

Roll call vote:

- Councilor Padilla – aye
- Councilor Polaco - abstained
- Chairman Sánchez – aye

The motion was passed.

Mr. Archuleta presented invoice #2024-13 from Del Medio Forestry, LLC for \$5,000.

Councilor Padilla made a motion to approve invoice #2024-14 from Del Medio Forestry for \$5,000; Chairman Sanchez seconded the motion.

Roll call vote:

- Councilor Padilla – aye
- Councilor Polaco - abstained
- Chairman Sánchez – aye

The motion was passed.

Mr. Archuleta presented invoice #23257 from Conservation Legacy for \$30,000.

Councilor Polaco made a motion to approve invoice #23257 from Conservation Legacy for \$30,000; Councilor Padilla seconded the motion.

Roll call vote:

- Councilor Padilla – aye
- Councilor Polaco - aye
- Chairman Sánchez – aye

The motion was passed.

Mr. Archuleta presented invoice LG2024-1 for East Rio Arriba SWCD for \$30,000.

Councilor Padilla made a motion to approve invoice LG2024-1 from East Rio Arriba SWCD for \$30,000; Councilor Polaco seconded the motion.

Roll call vote:

- Councilor Padilla – aye
- Councilor Polaco - aye
- Chairman Sánchez – aye

The motion was passed.

Mr. Archuleta presented pay request #7 for \$190,750.72.

Councilor Polaco made a motion to approve pay request #7 for \$190,750.72; Councilor Padilla seconded the motion.

Roll call vote:

- Councilor Padilla – aye
- Councilor Polaco - aye
- Chairman Sánchez – aye

The motion was passed.

**6. Adjournment**

Councilor Polaco made a motion to adjourn; Councilor Padilla seconded the motion.

Roll call vote:

- Councilor Padilla – aye
- Councilor Polaco - aye
- Chairman Sánchez – aye

The motion was passed. The meeting adjourned at 4:05pm MDT.

**Approved:**

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Chair

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Date