

# *Greentree Solid Waste Authority*

## Resolution 2017-12-01

### A Resolution Setting Forth Notice Provisions For Meetings of Greentree Solid Waste Authority

**Whereas**, Section 10-15-1 et. seq. of NMSA. (1989 Compilation), provides for the formation of public policy sets standards with regard to the conduct of business by public bodies; and

**Whereas**, the Forty-First Legislature enacted as Chapter 262, Laws of 1193, significant changes in the formulation of public policy and the conduct of business in open meetings by public bodies; and

**Whereas**, the amended statute requires that “All meetings of any public body except the legislature and the courts shall be public meetings, and all persons so desiring shall be permitted to attend and listen to the deliberations and proceedings”; and

**Whereas**, said statute also provides that “... no resolution, rule, regulation, ordinance or action of any board, commission, committee or any other policy making body shall be valid unless taken or made at a meeting held in accordance with the requirements of this Act”.

**Now, Therefore, Be It Resolved** by the Board of Directors of the Greentree Solid Waste Authority (GSWA), that:

**Section 1:** Notice shall be given at least five (5) days in advance of any regular meeting of a quorum of the members of the Board of Directors of GSWA held for the purpose of discussing public business or taking action within the authority of such body.

**Section 2:** Notice shall be given at least seventy two (72) hours in advance of any special meeting of a quorum of the members of the Board of Directors of the GSWA held for the purpose of discussing the business or taking any action within the authority of such body.

**Section 3:** Notice shall be given as far in advance as possible under the existing circumstances for any emergency meeting of a quorum of the Board of Directors of the GSWA held for the purpose of considering any matter that needs emergency treatment because of a clear and present danger to the health, welfare or safety of the people of the County of Lincoln.

**Section 4:** All Meetings, regular or otherwise, shall be open to the public and all persons so desiring shall be permitted to attend and listen to the deliberations and proceedings. Reasonable efforts shall be made to accommodate the use of audio and video recording devices.

**Section 5:** Meeting Notices shall include an agenda of specific items of business to be discussed or transacted at the meeting and information on how the public may obtain a copy of such agenda. Except in the case of an emergency, the agenda shall be available to the public at least seventy-two (72) hours prior to the meeting. The Agenda will be posted on the company website & in the public lobby of the administration office 26590 US Hwy 70 Ruidoso Downs, NM seventy-two (72) hours prior to the meeting.

**Section 6:** Except for emergency matters, the public body shall take action only on items appearing on the agenda. For purposes of this resolution, an “emergency” refers to unforeseen circumstances that, if not addressed immediately by the public body, will likely result in the injury or damage to persons or property, or substantial financial loss to the public body. If emergency action is taken the emergency action will be reported by the public body to the Office of the Attorney General within ten (10) days unless a state or national emergency has been declared

**Section 7:** The Board shall keep written minutes of all of its meetings. All minutes are open to public inspection. Draft minutes shall be prepared within ten (10) working days after the meeting and shall be approved, amended or disapproved at the next meeting where a quorum is present. Minutes shall not become official until approved by the public body.

**Section 8:** The Board shall reserve or retain the right to adjourn into executive session for consideration of items excepted from the Open Meetings Act as set forth in 10-15-1(E) NMSA 1989.

**Section 9:** A motion to close a meeting pursuant to this Resolution shall be made in open meeting and approved by a majority vote of a quorum of the Board. The authority for the closure and the subject to be discussed shall be stated with reasonable specificity in the motion calling for the vote on a closed meeting. The vote shall be taken in open meeting and the vote of each individual member shall be recorded in the minutes. Only the subjects announced and voted upon prior to the closure by the Board may be discussed in the closed meeting. 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 that the matters discussed in the closed meeting were limited only to those specified in the motion for closure or the notice of the separate closed meeting. This statement shall be approved by the Board as part of the minutes.

**Section 10:** No resolution, rule, regulation, ordinance or action of the Board of Directors of the GSWA shall be valid unless taken or made at a meeting held in accordance with this Resolution.

**Passed, Approved, and Adopted** by the Board of Directors of Greentree Solid Waste Authority this 21<sup>st</sup> day of December 2017.

Signature on File

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Ray Dean, GSWA Chairman

ATTEST: Signature of File

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Debra L. Ingle, GSWA Operational Supervisor