

RESOLUTION 2016/2017-006

ANNUAL NOTICE OF PUBLIC MEETINGS

WHEREAS, The Board of Directors of the Timberon Water and Sanitation District met in a regular public meeting at the Timberon Community Center on December 17, 2016 at 10:00 am; and

WHEREAS, NMSA 1978, Sec 10-15-19(C) of the New Mexico Open Meetings Act permits a member of a public body to participate in a public meeting by telephone; and

WHEREAS, NMSA 1978, Sec 10-15-1(D) of the Open Meetings Act requires the Board of Directors of the Timberon Water and Sanitation District to determine annually what constitutes reasonable notice of its public meetings:

NOW, THEREFORE BE IT RESOLVED By the Timberon Water and Sanitation District Board of Directors that:

1. All regular meetings of the Board of Directors shall be held at 10:00 am in the Timberon Community Center on the third Saturday of each month. Work Sessions will normally be held on the Tuesday prior to a regular monthly Board Meeting at 6:00 pm.
2. A member of the Governing Body of the Timberon Water and Sanitation District, or any of its boards, commissions, committees, agencies, authorities, or policymaking bodies of the District may participate in a meeting of that public body by means of a conference telephone or similar communications equipment when it is otherwise difficult or impossible for the member to attend the meeting in person, provided that each member participating by conference telephone can be identified when speaking, all participants are able to hear each other at the same time, and members of the public attending the meeting are able to hear any member of the public body who speaks during the meeting.
3. This NOTICE OF PUBLIC MEETINGS shall be posted at the Community Center located at 1 Bobwhite Circle, Timberon, New Mexico; at the Timberon, New Mexico Post Office; and on the Timberon Water and Sanitation District website at timberonwater.com.
4. No later than seventy-two hours prior to a regular meeting, an agenda containing a list of specific items of business to be discussed or transacted at the regular meetings shall be posted in the same location as this NOTICE OF PUBLIC MEETINGS. Copies of the agenda may be obtained from the Offices of the Timberon Water and Sanitation District.
5. Notice of other regular meetings shall be posted not fewer than seventy-two hours prior to the meeting. If not included with the notice, the notice shall indicate how a copy of the agenda may be obtained.
6. Special meetings may be called by the chair or a majority of the members and a notice of the time and place of the meeting shall be posted in the same locations as regular meetings no later than seventy-two hours prior to the meeting. If not included with the notice, the notice shall indicate how a copy of the agenda may be obtained. Not later

that seventy-two hours prior to special meetings an agenda containing a list of specific items of business to be discussed or transacted at the special meeting shall be posted and made available at the offices of the Timberon Water and Sanitation District.

7. 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 Timberon Water and Sanitation District will avoid emergency meetings whenever possible. Emergency meetings may be called by the chair or a majority of the members upon twenty-four (24) hours' 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.
8. The Timberon Water and Sanitation District may close a meeting or hold a meeting closed to the public only if the subject matter of such discussion or action is exempted from the open meeting requirements under Section 10-15-1(H) of the Open Meetings Act.
9. 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.

Approved and adopted by the Timberon Water and Sanitation District Board of Directors this 17th Day of December, 2016.

Joseph Mainello, Chairman

Arden Schug, Vice Chairman

Edward Bovey, Treasurer

Marilyn Hatfield, Director

Richard McMullen, Director

Attest: Linda Martin, Secretary

**TIMBERON WATER AND SANITATION DISTRICT BOARD OF DIRECTORS
2017 ANNUAL NOTICE OF MEETINGS**

**TWSD REGULAR MEETINGS
10:00 AM**

JANUARY	21
FEBRUARY	18
MARCH	18
APRIL	15
MAY	20
JUNE	17
JULY	15
AUGUST	19
SEPTEMBER	16
OCTOBER	21
NOVEMBER	18
DECEMBER	16

**WORK SESSIONS
6:00 PM**

JANUARY	17
FEBRUARY	14
MARCH	14
APRIL	11
MAY	16
JUNE	13
JULY	11
AUGUST	15
SEPTEMBER	12
OCTOBER	17
NOVEMBER	14
DECEMBER	12

**THESE MEETINGS ARE HELD
AT THE TWSD COMMUNITY
CENTER (LODGE) AT 1
BOBWHITE CIRCLE**