

**Cedar Creek MDWCA (CCMDWCA)
OPEN MEETINGS ACT RESOLUTION**

RESOLUTION #2022-01

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 adjudicator body or other policy making 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 meeting 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 Board of Directors to determine annually what constitutes reasonable notice of its public meetings:

NOW, THEREFORE, BE IT RESOLVED by the Sun Valley Water and Sanitation District Board of Directors that:

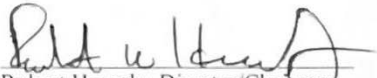
1. All meetings shall be held at the **Cedar Creek Mutual Domestic Water Consumers Association office building, 700 Mechem Drive Suite 15, Ruidoso, NM at 10:00 a.m.**, or as indicated in the meeting notice.
2. Unless otherwise specified, regular meetings shall be held the **second Monday** of each month. The agenda will be available at least seventy-two hours prior to the meeting and **posted in the window at 700 Mechem Ste 15 the Cedar Creek Mutual Domestic Water Consumers Association office building**. Notice of any other regular meetings will be given ten (10) days in advance of the meeting date. The notice shall indicate how a copy of the agenda may be obtained. The 2022-23 meeting dates will be:

The first Saturday in the Months of July, October, January and April

3. Special meetings may be called by the Chairman or a majority of the members upon three (3) days' notice. The notice shall include an agenda for the meeting or information on how members of the public may obtain a copy of the agenda. The agenda shall be available to the public at least twenty-four (24) hours before any special meeting.
4. 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 Board of Directors will avoid emergency meetings whenever possible. An emergency meeting may be called by the Chairman or a majority of the members upon twenty-four (24) hours' notice, unless threat of personal injury or property damage requires less 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.
5. For the purposes of regular meetings described in paragraph 2 of this resolution, the date, time, meeting place and posting of the agenda will be published in the CCMDWCA website available to all residents of Cedar Creek Mutual Domestic Water Consumers Association at <http://cccoawater.org/>.
6. For the purpose of special meetings and emergency meetings described in paragraph 3 and 4 of this resolution, notice will be posted in the **window of the office of Dan Austin CPA, 700 Mechem Dr. Suite 15, Ruidoso, NM** and residents will be contacted by phone or email in an emergency situation.
7. If you are an individual with a disability who is in need of special help, please contact Dan Austin CPA, at 575-257-0081 at least one week prior to the meeting or as soon as possible.

8. The Board of Directors may close a meeting to the public only if the subject matter of such discussion or action is exempted from the open meeting requirement under Section 10-15-1(H) of the Open Meetings Act.
- a. If any meeting is closed during an open meeting, such closure shall be approved by a majority vote of a quorum of the Board of Directors taken during the open meeting. The authority for the closure and the subjects to be discussed shall be stated with reasonable specificity in the motion for closure and the vote on closure of each individual member shall be recorded in the minutes. Only those subjects specified in the motion may be discussed in a closed meeting.
 - b. If the decision to hold a closed meeting is made during a regular business meeting, the closed meeting shall not be held until public notice, appropriate under the circumstances, stating the specific provision of law authorizing the closed meeting and the subjects to be discussed with reasonable specificity is given to the members and to the general public.
 - c. 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.
 - d. Except as provided in Section 10-15-1(H) of the Open Meetings Act, any action taken as a result of discussions in a closed meeting shall be made by a vote of the Board of Directors in an open meeting.

Passed by the Cedar Creek Mutual Domestic Water Consumers Association Board of Directors this the 15th day of October, 2022.


Robert Haverly, Director/Chairman

Dave Hendrix, Director


Orin Nutting, Director

Chuck Stillwell, Director


Ann Bolte, Director


Joyce Hood, Director


Mike Bogdan Director