



Chaves Soil and Water Conservation District

1703-A N Garden Ave

Roswell, NM 88201

575-775-7923

OPEN MEETINGS RESOLUTION # 1/1/2026 – 12/31/2026

WHEREAS, section 10-15-1(B) of the Open Meetings Act (Sections 10-15-1 through 10-15-4 NMSA 1978) 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, commission other policy-making body of any state agency held for the purpose of formulating public policy, discussing public business or for the purpose of taking any action within the authority of such board, commission or other policy-making body, declared to be public meetings open to the public at all times;

WHEREAS, Any meetings 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,

WHEREAS, Section 10-15-1(D) of the Open Meetings Act requires the Chaves Soil and Water Conservation District to determine annually what constitutes reasonable notice of its public meetings;

NOW THEREFORE BE IT RESOLVED by the Chaves Soil and Water Conservation District on this 14th day of October, 2025, that:

1. Regular meetings of the Chaves Soil and Water Conservation District shall ordinarily be held each month at 10:00 AM on the second Monday of each month at the District Office, 1703-A N Garden Ave. Roswell, NM or via Video conferencing ZOOM. A proposed agenda will be available from the District Clerk whose office is located 1703-A N Garden Ave. Roswell, New Mexico. Notice of regular meetings will be given 10 days before the meeting to parties who request it in writing.
2. Special meeting of the Chaves Soil and Water Conservation District may be called by the Chairman or a majority of the members upon 3 days' notice. Parties who have requested notice of meetings in writing will be notified by telephone.
3. Emergency meetings of the Chaves Soil and Water Conservation District are meetings called under circumstances which demand immediate action by the Board of Supervisors. Although the Board of Supervisors would avoid emergency meetings whenever possible, such circumstances may occasionally arise. Emergency meetings may be called by the Chairman or a majority of the members upon 24 hours' notice. Parties who have requested a notice of meetings in writing will be notified by telephone.
4. Pursuant to Section 10-15-1 (E) NMSA 1978, the Chaves Soil and Water Conservation District may close a meeting to the public if the subject matter of such discussion or action is included in Subsection E or the Open Meetings Act, Section 10-15-1 NMSA 1978. If any Board of Supervisors meeting is closed pursuant to Section 10-15-1 (E) NMSA, such closure:
 - (1) if made in an open meeting, shall be approved by a majority vote of a quorum of the Board of Supervisors and authority for the closure shall be stated in the motion calling for the vote on a closed meeting shall be taken in an open meeting and the vote of each individual member is to be recorded in the minutes. Only those subjects announced or voted upon prior to closure by the Board of Supervisors may be discussed in a closed meeting;
 - (2) if called for when the Board of Supervisors is not in an open 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 is given to the member and the general public.

Carrie Hollifield Chairman, Board of Supervisors
Chaves Soil and Water Conservation District
October 14, 2025