



**TAOS COUNTY  
RESOLUTION NO. 2025-2**

TAOS COUNTY  
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BY NATASHAU

**ADOPTING POLICIES AND PROCEDURES FOR THE CONDUCT OF  
COUNTY COMMISSION MEETINGS.**

**SECTION 1. SCOPE**

- 1.1 These Policies and Procedures establish the conduct of all meetings of the Taos County Board of Commissioners.
- 1.2 The purpose of this Resolution is to establish procedures that will be convenient for the public, fair to all members of the Taos County Board of Commissioners, and contribute to the conduct of county business.
- 1.3 This Resolution supplements the Taos County Opening Meetings Resolution (“Open Meetings Resolution”) No. 2025-1. The Open Meetings Resolution shall prevail where these policies and procedures are inconsistent with the provisions set forth therein.

**SECTION 2. OPEN MEETINGS/QUORUM**

- 2.1 All meetings of the Taos County Board of Commissioners, whether regular or special, shall be open to the public, unless a closed session is called for as authorized by the Open Meetings Act, NMSA 1978, Section 10-15-1, and as set forth in the Open Meetings Resolution.
- 2.2 Quorum. Three (3) members of the Taos County Board of Commissioners shall constitute a quorum and shall be sufficient to transact business. If there are less than three Commissioners in attendance, the meeting shall be adjourned.
- 2.3 The Taos County Board of Commissioners shall hold its Regular and Special Meetings as set forth in the Open Meetings Resolution.
- 2.4 Work Study. The Taos County Board of Commissioners shall hold its Work Study meetings as set forth in the Open Meetings Resolution.

**SECTION 3. AGENDA CONTENTS**

- 3.1 A concise and clear description of each item of business to be discussed or acted upon at a meeting of the Taos County Board of Commissioners shall be placed on the agenda. This description shall be sufficient to provide the public with information regarding the nature of the item of business, and if applicable, any proposed action on that item.
- 3.2 Ordinances and Resolutions.

**A. Ordinances.**

1. An ordinance ranks highest in authority of all actions of the Taos County Board of Commissioners. If enacted, an ordinance has the force of law within the county and may be enforced in a court of law. All laws or regulations prescribing a fee or

penalty must be enacted by ordinance. County ordinances shall be adopted in accordance with state and local laws.

2. During consideration and discussion of an ordinance, the ordinance may be amended, but only where such amendment does not constitute a substantive change.
3. Amendments to ordinances shall be made in accordance with these rules and the legal notice requirements for passage of the original ordinance. Ordinances may be amended at the time of consideration prior to adoption, if the amendment does not constitute a substantive change. Substantive amendments offered to ordinances may require the ordinance to be postponed to a subsequent meeting in order to meet any legal review and notice requirements.

**B. Resolutions.**

1. A resolution is an internal legislative act which is a formal statement of policy concerning matters of a special or temporary character. Resolutions are open to amendment, provided such amendment does not constitute a substantive change.
2. Amendments to resolutions shall be in accordance with the provisions of these rules and shall comply with the public notice requirements applicable to the original resolution being amended. Substantive amendments offered to resolutions may require the resolution to be postponed to a subsequent meeting in order to meet any legal review and notice requirements.

**C. Withdrawal of Ordinances and Resolutions.**

An ordinance or resolution which has been introduced but not yet adopted and which is in the possession of the Taos County Board of Commissioners, may be withdrawn only with the consent of the board.

**D. Substitutes for Ordinances and Resolutions.**

1. A member of the Taos County Board of Commissioners may recommend that a clause in an ordinance or resolution be changed and/or that entirely new proposed matter be substituted, so long as the new matter is relevant to the title, subject and area or persons impacted by the originally proposed ordinance or resolution under consideration.
2. Where substantive changes are made, the ordinance or resolution may need to be postponed to a subsequent meeting and may need to be considered on a future agenda, so that any legal and notice requirements are met.

**3.3 Approvals.**

A. Approvals are a class of action in which the Taos County Board of Commissioners shall make the final determination upon recommendation by motion of the chairperson or members of the commission.

B. Those items requiring approval by the Taos County Board of Commissioners shall

include, but not be limited to, the following:

1. All resolutions and ordinances.
2. A recommendation to appoint members of established boards and committees of the county, or liaison positions set aside for county representation.
3. Approval of contracts.
4. Administrative and county departmental requests, as outlined by state law and county ordinances, policies, procedures and financial guidelines.

3.4 Appeals and Recommendations of Administrative Actions, Commissions and Advisory Boards.  
Appeals and recommendations to the Taos County Board of Commissioners are the class of action mandated by state or county policy or ordinance provisions for review of an underlying final decision by authorized staff, a governing board, commission, committee or other final decision-making authority of the county.

3.5 Proposals for Action.

- A. Proposals for action shall be presented to the Taos County Board of Commissioners for its consideration and determination as a proposition that a particular action be taken or particular question be resolved.
- B. Proposals for action shall be reviewed in advance by staff and presented to the board in the format established by the county administration.

#### **SECTION 4. ORDER OF BUSINESS**

4.1 The normal order of business at regular meetings of the Taos County Board of Commissioners shall be as established on the meeting agenda:

A. Public Comments/Open Session for Public Concerns

This item allows members of the public to address matters that they consider of importance to the Taos County Board of Commissioners. Because the specific matters to be addressed are not one on the agenda, no action by the board will be taken. A person speaking during the Public Comments normally will be limited to (3) three minutes, unless the chairperson shortens or lengthens the time.

The Chairperson may curtail repetitious testimony or repetitive questions and comments. But, to the extent feasible, members of the public having an interest in the matter will be allowed to speak. The public may come to the podium and state their position either for or against an issue that has been previously stated by another member of the public.

With the exception of the (3) three-minute limitation, these same provisions apply to public comments during public hearings and all other matters before the Taos County Board of Commissioners, including presentations and reports by community groups.

When a member of the public wishes to comment on a matter that appears on the agenda for the meeting, the chairperson may request that the speaker make his/her comments when that agenda item is taken up by the board, rather than during the Public Comments.

**B. Consent Agenda**

These are items are of a routine or generally uncontested nature. Any member of the Taos County Board of Commissioners may request to have an item pulled from the Consent Agenda and acted on individually by the Board of Commissioners.

**C. Public Hearings**

Matters including, but not limited to ordinances, planning and zoning matters and license proceedings that are duly noticed as public hearings and are published in a newspaper of general circulation and otherwise noticed as may be provided by law where interested persons are given the opportunity to testify or otherwise present information to the board concerning the matter at hand. The Taos County Board of Commissioners shall also hear factual information and recommendations from staff, where needed, concerning matters scheduled as public hearings.

#1. No member of the board shall enter a public hearing with a preconceived vote in mind prior to testimony heard or offer evidence or opinion as to the outcome of the matter. If this occurs, the member shall be excluded from the outcome and shall recuse themselves from the proceedings.

#2. No member of the board shall do any type of personal investigation into a matter that is being presented in a public hearing prior to being included as a portion of the hearing including all board members. Any individual investigating shall result in the board member being excluded in the decision of the matter and shall recuse themselves.

#3. No member of the board shall engage in any conversation or exchange with any party involved in a public hearing other than county staff. In the event this occurs, the board member shall be excluded in the decision of the matter and shall recuse themselves.

#4. No member of the board shall send correspondence or present themselves as the board, without prior consent in an open meeting of the board.

**4.2 Change in Order of Business.**

The Commission may decide to take matters listed on the agenda out of the prescribed order unless a majority of members present object to this variation.

**SECTION 5. PUBLIC COMMENT ON AGENDA ITEMS**

**5.1 Public Comment.**

In addition to provisions for members of the public and interested parties to speak or testify during a Public Comments or a Public Hearing, persons present at the meetings of the Taos County Board of Commissioners may request to comment on individual items on the agenda at the time the items are scheduled to be heard.

5.2 Limitations.

The Public Comment period for individuals shall be three (3) minutes unless the time is shortened or lengthened for good reason as set forth in Section 4.1 (A) above. The other provisions applicable to Public Comments set forth in Section 4.1 (A) apply to public comment on agenda items.

5.3 Procedure.

- A. To address the Board of County Commissioners, each speaker is requested to ask the chairperson to be heard before discussion on the agenda item begins.
- B. Upon addressing the Board, each speaker is required to first state his or her name and official address of residence.

5.4 Public Hearing Procedures.

- A. Notice of public hearings shall state the subject, the time, the place of the public hearing, the subject matter to be discussed, and the manner in which interested and affected people may obtain copies of the material that is the subject of the hearing and may express their views.
- B. All interested persons offering testimony as parties in a Quasi-Judicial public hearing and their witnesses will be sworn in by the county clerk and are subject to questions by other parties, county staff and the board. No witnesses need be sworn when adoption of Ordinances or Resolutions are being heard.
- C. The chairperson may change the order of speakers so that testimony is heard in the most logical groupings, e.g., proponents, opponents, owners and adjacent owners, vested interests, etc.
- D. The chairperson will introduce the item, open the public hearing, and call upon staff to submit their report into evidence and take comments from the public, request the staff and/or proponent to describe the matter under consideration.
- E. Interested persons shall have the opportunity to submit data, photographs, maps, reports or other documentation into the record. They may present arguments orally or in writing. The presenter or author must be present to be able to be questioned in order for the submission to be accepted as factual or expert testimony. All written material, documentation and exhibits must be marked for the record as exhibits and placed into evidence as part of the official administrative record for the public hearing.
- F. The chairperson may establish reasonable speaker limits depending upon the subject matter, time available and number of persons wishing to testify. The chairperson may limit time where testimony being given is repetitive or not relevant to the subject of the public hearing. Five (5) minutes shall be the norm.
- G. After the board has heard all evidence and relevant testimony, including public comment,

the chairperson will close the public hearing and entertains a motion. Following the motion and its second, discussion occurs among the members of the board only. The board may choose to recall staff, evidence or witnesses as part of its deliberation and may, upon the advice of legal counsel and consistent with the relevant provision of the New Mexico Open Meetings Act, adjourn into executive session to deliberate before voting.

## **SECTION 6. PROCEDURES FOR THE CONDUCT OF MEETINGS**

### **6.1 Role of the Chairperson.**

A. The Presiding Officer of the Taos Board of County Commissioners shall be the chairperson or in the chairperson's absence shall be the vice-chairperson, or in either of their absence, any other designated member of the board. The chairperson shall be responsible for maintaining the order and decorum of meetings. It shall be the duty and responsibility of the chairperson to ensure that the rules of operation and decorum contained herein are observed. The chairperson shall maintain control of communication between Board Members and between the Board, staff and public.

### **B. Communication with members of the Taos County Board of Commissioners.**

1. Board members shall request the floor from the chairperson before speaking.
2. When one member of the board has the floor and is speaking, other board members shall not interrupt or otherwise disturb the speaker.

### **C. Communication with Members of the Public Addressing the Board.**

1. The chairperson shall open the floor for public testimony or comment as appropriate.
2. Board members may question a person addressing the board at the conclusion of the person's comments or upon expiration of the person's time to speak. Such questions should be directed to the person through the chairperson, unless the chairperson grants the board member permission to directly question the person.
3. Staff members, shall be a resource to the board to answer questions arising during discussions between board members and between board members and members of the public. Communications in this regard shall be through the chairperson.
4. Members of the public shall also direct their questions and comments through the chairperson.

### **D. Appeal of a Decision of the Chairperson.**

1. An appeal must be made promptly before any debate or other business has intervened. When an appeal is taken, the chairperson should clearly state the decision being appealed and may state his/her reason for the decision. If there is no debate, or when debate has concluded, the chairperson may put the question to the board. A majority vote of those present sustains a decision of the chairperson.

## 6.2 Rules of Order.

The Taos County Board of Commissioners adopts no specific rules of order except those listed herein. The board shall also refer to most current edition of *Roberts Rules of Order*.

The chairperson has the discretion to impose reasonable rules at any particular meeting based upon facts and circumstances found at any particular meeting. These latter rules will be followed unless objected to by a majority of the board members present.

## 6.3 Presentation of Motions.

A. Main Motion. A main motion presents an ordinance, resolution, or other proposition for passage adoption, or rejection of the subject of discussion. The question is usually stated in the positive form, "to pass", "to adopt", "to approve", "to confirm", or "to concur".

1. A main motion must be seconded before debate can take place and only one main motion may be on the floor at a time. A board member may give brief explanatory comments before stating the motion, but must refrain from debate until the motion has been seconded. In the absence of a second, the motion fails. Main motions are debatable, amendable, and can be reconsidered after adoption.
2. Motions become the official recorded statement of an action taken by the board. A motion should therefore be worded in a concise, unambiguous, and complete form appropriate to such a purpose.
3. A motion should not be offered if its only effect is to propose that the board refrain from doing something, since the same result can be accomplished by no motion at all.

## 6.4 Postponement of Action.

- A. Postponement (to a definite time). The motion to postpone defers action on a pending question to some definite, day or meeting. When a question has been postponed to a certain time, it becomes an order of the day for that time. When the time to which a question is postponed arrives and the question is taken up, it can be postponed again if the additional delay will not interfere with the proper handling of the postponed question. The motion to postpone is debatable, amendable and may be reconsidered.
- B. To Table (postpone temporarily). Any measure before the board may be tabled temporarily at the same meeting. Items must be removed from the table and acted upon prior to adjournment. The motion to table is not debatable, not amendable, and cannot be reconsidered.
- C. To Remove from the Table (Resume Consideration). The purpose is to bring before the board a question that has previously been laid on the table. The motion to remove from the table is not debatable, not amendable and cannot be reconsidered.

## 6.5 Reconsideration of Action.

The purpose is to permit the Taos County Board of Commissioners to reconsider a vote on previous action. The reconsideration of a negative vote on final action is as proper as reconsideration of a favorable vote.

A. **Right of Reconsideration.** The motion to reconsider may be made at the same meeting or a subsequent meeting; however, certain rules apply, as appropriate under the circumstances.

1. The motion must be made by a member who voted on the prevailing side.
2. The motion to reconsider is inappropriate after the action taken has gone into effect or after it is too late for any reason, to reverse the action taken.
3. The determination of reconsideration is dependent on the passage or failure of the motion for reconsideration.
4. Should the motion for reconsideration pass, the item is immediately before the board to be acted upon or scheduled for hearing at a subsequent meeting.
5. Should the motion for reconsideration fail, the item remains as adopted.
6. Either the motion for reconsideration, or notice of intent to reconsider, must be made not later than the next regular meeting. A member of the board may indicate notice of the intent to propose reconsideration either orally or in writing.

B. **Effect of Reconsideration.** The effect of making a motion to reconsider, or of giving notice of the motion, is to suspend all action on the subject of the motion until the reconsideration is acted upon.

C. **Reconsideration at a subsequent meeting.**

1. When notice is required for a question, the board shall comply with all rules requiring public notice.
2. If reconsideration will be taken up at a subsequent meeting, notice of intent will be placed on the agenda. The determination of reconsideration is dependent on the passage or failure of the motion for reconsideration.

D. **Debate of Motion.** Debate on the motion to reconsider will be limited to the merits of the reconsideration and not the merits of the question to be reconsidered.

E. **Vote.** The passage of the motion to reconsider requires a majority vote, even if the measure considered requires a two-thirds vote.

## 6.6 Debate.

The discussions and deliberations at meetings of the Taos County Board of Commissioners are to secure the considered judgment of the board on proposals submitted for decision. This

purpose is best served by the exchange of thought through discussion and debate. Debate is the essential feature of a legislative body. It is the means by which the opinions of members are exchanged, questions deliberated and conclusions reached on the business before the board. Debate is regulated by specific rules, as outlined below, in order to assure every member a reasonable and equal opportunity to be heard.

- A. **The Rules of Debate.** To permit debate:
1. There must be a debatable question before the body and a member must be recognized by the chairperson in order to speak to the matter at hand.
  2. All debate must be addressed to and through the chairperson, and not directly to another member or member(s) of the audience. Board members should not be speaking directly to each other or directing or answering questions directly to each other.
  3. Debate must be confined only to matters under consideration before the board as outlined in the meeting agenda and shall be limited only to the specific matter under discussion from the agenda at that time, as announced by the chairperson.
- B. **Time Limits on Debate.** The chairperson may set time limits on debate. A majority of board may amend or remove the time limits allocated per speaker or for the subject being debated.
- C. **Calling the Question (Previous Question).** Debate may be closed immediately on a matter by calling the question. The motion for the call for the question may motivate unanimous consent to ending debate. Before such a motion is seconded, the chairperson may ask if there is any objection to closing the debate. If there is no objection, the chairperson shall immediately call the question. If any one member objects, the chairperson shall ask if there is a second to the motion to call the question. If there is a second to the call, he must immediately take a vote on whether to call the question. The call for the question requires a two-thirds (2/3) affirmative vote before the vote can be taken on the question to which the debate applies. A call for the question is neither amendable nor able to be reconsidered.
- D. **Obtaining the Floor for Debate.** As soon as a debatable motion has been stated to the chairperson, any member of the board has a right to discuss it after obtaining the floor. The member obtains the floor by seeking recognition from the chairperson. A member who has been recognized is entitled to be heard so long as he/she observes the rules of debate. Debate by any one board member may be limited to a reasonable time by the chairperson.
- E. **Speaking More Than Once.** To encourage the full participation of all members of the board, no member or members shall be permitted to monopolize the discussion of the question. If a board member has already spoken and other members wish to speak, the latter members should be recognized in preference to the member who has already spoken. However, if no other members seek recognition, or after they have spoken, the chairperson may recognize a member who has already spoken.
- F. **Relevancy of Debate.** All discussion must be relevant to the motion before the board. A member is given the floor only for the purpose of discussing the pending question; discussion

which departs is out of order.

The chairperson should then direct the speaker to limit discussion to the question before the board. A motion, its nature or consequences, may be questioned vigorously. But it is never permissible to attack the motives, character, or personality of a member either directly or by innuendo or implication. It is the duty of the chairperson to stop any member who engages in personal attacks. It is the motion, not the person proposing it, which is the subject of debate. Meetings must discuss measures and ideas, not people. Arguments, for or against a measure, should be stated as concisely as possible. Debate must be fundamentally impersonal. All discussion is addressed to the chairperson and must never be directed to any individual.

G. Chairperson's Duties During Debate. The chairperson has the responsibility of controlling and expediting debate. A board member who has been recognized to speak on a question has a right to the undivided attention of the board. It is the duty of the chairperson to keep the subject clearly before the members, to rule out irrelevant discussion, and to restate the question whenever necessary.

H. Suspension of the Rules of Parliamentary Procedure.

1. The Taos County Board of Commissioners recognizes that rules of procedure are necessary to the regularity of the proceedings. These rules protect the rights of members and the public, the rights of minorities to be heard, and the right of a majority to carry out its will. For these reasons, members have a right to insist on the observance of these policies and procedures.
2. Notwithstanding the above, the board may vote to dispense with certain "parliamentary rules" involving debates as set forth in this Section 6.6 by a two-thirds majority vote upon motion to suspend the rules.
3. The suspension of such rules may also include special rules of order and the rules contained in the parliamentary procedure established herein, but only upon motion to do so and by vote of a two-thirds majority.
4. Substantive procedures and state and local laws governing the board and its conduct may not be suspended, e.g., requirements of a quorum, majority vote to pass a motion to carry out county business, procedures for conducting a quasi-judicial hearing, etc.

#### 6.7 Amendments.

- A. Every amendment proposed must be relevant to the subject of the proposition.
- B. A proposed amendment takes precedence over the original motion out of which it arises and must be voted upon before the original motion.
- C. After an amendment is adopted, the question, as amended, must be put to a vote.
- D. Rejection of an amendment leaves the pending question worded as it was before the amendment was offered.

- E. Form of amendments.
  - 1. Amendments should be offered in a concise, unambiguous motion, and in a complete form of a motion.
  - 2. In form, amendments should be divided into the following types:
    - a. To add language (that is, to place at the end) of the motion.
    - b. To insert language into the motion.
    - c. To strike out language in the motion.
    - d. To strike out existing language and insert new language in the motion.
  
- F. Decision of amendments.
  - 1. An amendment, once adopted, may not thereafter at the same meeting be changed or modified, except upon reconsideration of the vote by which it was adopted.
  - 2. When a proposed amendment has been defeated, the same amendment may not be proposed again without first reconsidering the vote by which the amendment lost.
  
- G. The chairperson may require amendments to be submitted in writing.
  
- H. Withdrawing Amendments and Accepting Modification.
  - 1. Amendments may be withdrawn before being seconded and stated by the chairperson. After it is seconded and stated, it is in the possession of the board and can be withdrawn only with the consent of the board.
  - 2. A member may modify an amendment before it is seconded and stated by the chairperson. After it is seconded and stated, it is in the possession of the board and can only be modified with the consent of the board. The chairperson may put to a vote the question of modification without waiting for a motion, if there is no objection.

6.8 Executive Session.

Executive Sessions may be necessary for the Taos Board of County Commissioners to discuss specific confidential items as authorized the Open Meetings Act (NMSA 1978, by Section 10-15-1). Those board members or staff members present during executive session shall not disclose to the public any issues that were discussed unless a majority of the board agrees to disclose such items.

6.9 Rules of Voting.

- A. Each board member in attendance must vote for or against all measures before the board when called upon for their vote by the clerk, unless there is a conflict of interest, for which abstention and recusal are recognized. Such conflict-of-interest disclosure shall be recorded in the minutes.
  
- B. A member shall not explain his/her vote during the voting, which would be the same as debate at such time.
  
- C. Except for procedural matters, voting shall be by roll call and each board members' vote shall be recorded in the minutes. Roll call votes shall be at random. Actions declared as

procedural by the chairperson may be decided by a show of hands or voice vote.

- D. A board member should abstain from voting when he or she has a conflict of interest pursuant to state and local laws governing such matters. An example is when the member has a direct financial interest in the matter being considered.
- E. Where the matter involves a quasi-judicial hearing, a member shall disclose the conflict of interest on the record and shall recuse himself or herself from the proceeding and leave the board's podium for the purpose of the hearing.
- F. A conflict of interest requiring recusal may also arise in the context of a quasi-judicial hearing where the board member has engaged in off the record, ex-parte communications regarding the substance of the matter being considered.
- G. A board member may abstain from voting where it is determined that it is not otherwise appropriate for him or her to participate in the voting on a certain matter. Abstention means that a voter refrains from participation on the actual vote regarding a matter. For example, an abstention should take place where there is a conflict of interest, but unlike a quasi-judicial proceeding, the member is not required to completely recuse himself or herself from the entire proceedings and/or to remove himself or herself from the presiding panel's discussion.

**6.10 Off-the-record communications during meetings.**

A public meeting of the Board creates an official record upon which the clerk, the public, staff, future boards and, in some cases, the courts rely upon. Especially during quasi-judicial hearings, board members should refrain from having off microphone side discussions with each other, or in email, texts or other side discussions with members of the audience, engaging members of the public not present, staff or other Board Members during the meeting as these ex-parte communications are neither reflected in the official record or accessible to other members of the Board and may represent an undue influence on decision-making.

**SECTION 7. ITEMS TO BE PLACED ON THE AGENDA**

**7.1 Board Members.**

County Board of Commissioners by requesting the same of the county manager or his/her designee, at least 7 working days before the next board meeting. Any background materials or information relating to the matter should be provided to the board for distribution as part of the agenda packets for the meeting. A board member presenting an item will do everything possible to make the item complete.

**SECTION 8. DECORUM**

**8.1 Board Members.**

Members of the Taos County Board of Commissioners value and recognize the importance of the trust invested to them by the public to accomplish the business of the county. Board members shall accord the utmost courtesy to each other, to county employees, and to the public appearing before the board. Board members shall refrain from jokes or personal comments directed at commissioners, county employees, and the public. Conduct and communications

should always be about the business before the Board and not about a person engaged in the business. During virtual meetings Board Members are encouraged to participate through video when speaking if it is available.

**8.2 County Employees.**

Members of county staff shall observe the same rules of order and decorum applicable to the board. County staff shall act at all times in a business and professional manner towards board members and members of the public. During virtual meetings County Employees are encouraged to participate through video when speaking if it is available.

**8.3 Public.**

Members of the public attending Taos County Board of Commissioner Meetings shall observe the same rules of order and decorum applicable to the board itself. During virtual meetings members of the public are encouraged to participate through video when speaking if it is available.

**8.4 Noise in the Chambers.**

Noise emanating from the audience within the Commission Chambers or lobby area, which disrupts the meeting, shall not be permitted.

**8.5 Sergeant-at-Arms.**

The Sheriff or his/her representative shall be ex-officio Sergeant at-Arms of the Taos County Board of Commissioners.

**SECTION 9. MINUTES OF THE TAOS COUNTY BOARD OF COMMISSIONERS**

**9.1 Summary Minutes.**

The county clerk shall prepare the minutes of the Taos County Board of Commission meeting that by summarizing the discussion that takes place during each item on the agenda. While the minutes will reflect only a summary of the discussion, they will state specifically each actual motion made by a board member and the vote of each member on such motion. It is the position of the Taos County Board of Commissioners that the action taken by the board is what is important, not long drawn +out points of view. The minutes will not be transcribed verbatim unless specifically directed by a majority of the board or at the option of the county clerk.

This provision shall not change any existing laws and procedures regarding maintaining a complete transcript or recording of a quasi-judicial proceeding, which are distinguishable from the meeting minutes.

**SECTION 10. VIOLATIONS OF PROCEDURES**

Nothing in these policies and procedures shall invalidate a properly noticed and acted upon action of the Taos County Board of Commissioners in accordance with state and local law.

This policy shall remain in effect until modified by a majority vote of the Taos County Board of Commissioners.

Where additional guidance is needing in interpreting these policies and procedures, board

members, staff and the public should consult the most current edition of *Robert's Rules of Order*.

**PASSED, APPROVED AND ADOPTED, this 7th day of January 2025.**

**BOARD OF COUNTY COMMISSIONERS  
OF TAOS COUNTY, NEW MEXICO**

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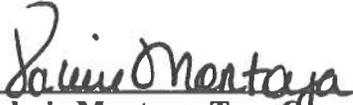


Chairperson

**VOTE RECORD:**

F.R. Romero	<u>yes</u>	no	abstain	absent
M. Romero Jr.	<u>yes</u>	no	abstain	absent
D. Vigil	<u>yes</u>	no	abstain	absent
A. Brush	<u>yes</u>	no	abstain	absent
R. Mascareñas	<u>yes</u>	no	abstain	absent

Attest:



Valerie Montoya, Taos County Clerk

Approved as to legal form:



Patrick Trujillo, Contract County Attorney

