

CHAPTER 2

ADMINISTRATION/OFFICERS

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ARTICLE 1. VILLAGE OFFICERS

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§ 2.1.1 REGULAR, SPECIAL, AND EMERGENCY MEETINGS

The Board of Trustees shall convene in regular, special, and emergency meetings in accordance with the Open Meetings Act and the Board's annual open meetings resolution required under that Act.

§ 2.1.2 RULES OF PROCEDURE

Roberts' Rules of Order will govern the proceedings of the Board of Trustees where applicable unless waived at any meeting by a concurrence of a majority of the total number of Trustees elected.

§ 2.1.3 QUORUM

The presence at a meeting of any three Trustees or the Mayor and two Trustees shall constitute a quorum for the transaction of business. In the absence of the Mayor, and pursuant to § 3-12-3 NMSA 1978, a Trustee shall be elected by the Board to act as Mayor pro tempore. In the absence of the Clerk the Trustees shall designate one of their number or some other person to act temporarily as Clerk. The Clerk and the Treasurer shall have no vote but shall have a right to be present at all meetings except when, by a resolution to meet in executive or closed session, the Clerk or Treasurer, or both, are designated to be excluded.

§ 2.1.4 TREASURER

The Mayor shall appoint a Treasurer to serve a two-year term unless sooner removed by the Mayor. The Treasurer shall be either a Village employee or a Village resident.

(A) The Mayor shall submit the name of the Treasurer to the Board at the Board's next regular meeting following the Treasurer's appointment. The Treasurer must be confirmed by a majority of the Board of Trustees. The Treasurer's term shall begin on the day of the Village's organizational meeting following the Village's regular election.



(B) If the Board fails to confirm the Treasurer appointed by the Mayor, the Mayor at the next regular meeting of the Board of Trustees shall submit the name of another person to fill the office of Treasurer.

(C) The Treasurer shall perform the duties of Village Treasurer as prescribed by law, or as prescribed by ordinance or resolution of the Village. The Treasurer shall receive a salary of four hundred dollars (\$400.00)per month. The Treasurer shall receive reimbursement of out-of-pocket expenses authorized to be incurred by the Board.

§ 2.1.5 SALARY OF MAYOR

(A) The Mayor shall be paid a salary of one thousand dollars (\$1,000.00) per month, subject to all withholdings required by law.

(B) The amount of salary paid to the Mayor shall be neither raised nor lowered during any term of office of the Mayor.

§ 2.1.6 TRUSTEES TO BE COMPENSATED

(A) The Trustees shall receive compensation in the amount of fifty dollars (\$50.00) per regularly scheduled meeting of the Board of Trustees. The Trustees shall receive no other compensation for their services except reimbursement for out-of-pocket expenses incurred on behalf of the Village when expressly authorized by the Board.

(B) Changes in compensation shall be budgeted by the Village and shall be paid at the earliest date allowed under State Law.

§ 2.1.7 THE RETIREE HEALTH CARE ACT

(A) Thirty (30) days prior to public hearing on this Section, as required by Section 9.D(2) of the Retiree Health Care Act, the Retiree Health Care Authority was notified by certified mail of the public hearing on this Section.

(B) Pursuant to Section 9.D of Chapter 6, Laws of New Mexico 1990 the Village of Los Ranchos de Albuquerque determines to be excluded from coverage under the Retiree Health Care Act.

Ordinance and State Law References regarding Chapter 2, Article 1(f/k/a Chapter 1, Section 1):

Ordinance #1, adopted February 4, 1959;

Ordinance #15, adopted March 25, 1964 but not signed;

Ordinance #41 amended the hour & place of meetings of the Board of Trustees (section 1), November 5, 1980;

Ordinance #55 provided for compensation for the Mayor (Section 7), January 11, 1984;

Ordinance #69 amended section 5 to provide for appointment, rather than election of the treasurer, November 18, 1987;

Ordinance #93, July 11, 1990;

Ordinance #134, Codification enacted February 14, 1996, codified ordinances 1, 41, 54, 55, 69 and 96 as chapter and modified the language. Provisions for regular meetings (§ 1 of ORD #41) and special meetings (§ 2 of ORD #1) were deleted;

Ordinance #137, adopted May 22, 1996;

Ordinance #177, adopted June 25, 2003;

Ordinance #188, adopted February 25, 2004, regulating campaign practices – Repealed by Ordinance 197;



Ordinance #197, adopted November 9, 2005, repealing Ordinance #188;
Ordinance # 199, adopted May 10, 2006, amending Ordinance # 197;
Resolution 93-1-1 rescinded Resolution 92-3-1;
Municipal Officers § 3-10-1, *et seq.*, NMSA 1978;
Mayor § 3-11-1 *et seq.*, NMSA 1978;
Governing Body § 3-12-1 *et seq.*, NMSA 1978 (1994 Cum. Supp.);
Clerk § 3-13-1 NMSA 1978;
Open Meetings Act §§ 10-15-1 through 10-15-4 NMSA 1978.

