



ANIMAL SERVICES CENTER OF THE MESILLA VALLEY

3551 Bataan Memorial West
Las Cruces, NM 88012

Tele: 575-382-0018
Fax: 575.373.2819

ANIMAL SERVICE CENTER OF THE MESILLA VALLEY BOARD OF DIRECTORS

AGENDA

The following agenda will be considered at a regular Meeting of the Animal Service Center of the Mesilla Valley Board of Directors to be Held on **Thursday, July 2, 2009, at 9:00 a.m.** at the Doña Ana Commission Chambers, 1st Floor, Doña Ana County Government Center, 845 N. Motel Blvd., Las Cruces, New Mexico.

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call of ASCMV Board Members Present and Determination of Quorum
- IV. Minutes
 1. Approval of the Minutes from the regular ASCMV Board Meeting held June 4, 2009
- V. Chair Comments
- VI. Public Input
- VII. Presentation – Dawn Starostka – Fundraising
- VIII. Reports
 1. **Financial Report** –
 - a. May 2009 Financial Report – Dr. Mark Sutter, CLC Fiscal
 2. **ASCMV Director** – Dr. Beth Vesco-Mock
 - a. Animal statistics report – May 2009
 - b. Activities at Shelter

If You Need an Accommodation for a Disability to Enable You to Fully Participate in this Event Please Contact Us 48 Hours Before the Event at [382-0018/v](tel:382-0018) or [541-2128/tty](tel:541-2128). Posted Dated: June 25, 2009



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IX. Action Items(s)

1. **Resolution 2009-_____** to establish PERA
2. **Resolution 2009-_____** to establish reasonable notice of meetings
3. **Appointment of AD Hoc Committee members**

X. Public Input

XI. Board Input

XII. Adjournment

If You Need an Accommodation for a Disability to Enable You to Fully Participate in this Event Please Contact Us 48 Hours Before the Event at [382-0018/v](tel:382-0018) or [541-2128/tty](tel:541-2128). Posted Dated: June 25, 2009

**ANIMAL SERVICE CENTER OF THE MESILLA VALLEY
BOARD OF DIRECTORS**

MINUTES

The following was considered at the Regular Meeting of the Animal Service Center of the Mesilla Valley Board of Directors held on **Thursday, June 4, 2009, at 9:00 a.m.** at the Doña Ana Commission Chambers, 1st Floor, Doña Ana County Government Center, 845 N. Motel Blvd., Las Cruces, New Mexico.

PRESENT

Scott A. Krahling, Chair - Absent
Nathan Small, Vice-Chair - Present
Miguel G. Silva, Member - Present
Dolores Connor, Member - Present
Oscar Vasquez Butler, Member - Absent
Todd Garrison, Member – Present left @10:51:36

OTHERS PRESENT

Curtis Childress, Supervisor Animal Control
Brian Haines, County Manager left @09:23:15
Terrance Moore, City Manager

I. Call to Order

Vice-Chair Nathan Small called the meeting to order.

II. Pledge of Allegiance

Vice-Chair Nathan Small asked Miguel Silva to lead everyone in the Pledge of Allegiance.

III. Roll Call of ASCMV Board Members Present and Determination of Quorum

Vice-Chair Nathan Small asked for the roll call to determine members present. Scott Krahling and Oscar Vasquez Butler were absent all others were present.

IV. Minutes

1. Approval of the Minutes from the regular ASCMV Board Meeting held May 7, 2009

Motion: Dolores Connor

Second: Miguel Silva

Scott A. Krahling, Chair - Absent
Nathan Small, Vice-Chair - Yes
Miguel G. Silva, Member – Yes

Dolores Connor, Member – Yes
Oscar Vasquez Butler, Member – Absent
Todd Garrison, Member – Yes
Motion passed

2. Approval of the Minutes from the Work Session held April 8, 2009

Motion: Dolores Connor

Second: Miguel Silva

Scott A. Krahling, Chair - Absent
Nathan Small, Vice-Chair - Yes
Miguel G. Silva, Member – Yes
Dolores Connor, Member – Yes
Oscar Vasquez Butler, Member – Absent
Todd Garrison, Member – Yes

Motion passed

V. Vice-Chair Comments

Vice-Chair Nathan Small stated that it would be worthwhile for them to consider an upcoming work session in July to look at the issue of responsible pet ownership to include pet licensing. The Board agreed and asked Dr. Beth Vesco-Mock to schedule.

Vice-Chair Nathan Small asked that they continue looking at what kind of layers they need as they continue to improve on the smoothness and function with the Animal Services Center with a very interested, knowledgeable and passionate look which would include the public and the Board as to what kind of new components they may need to make that function as smoothly as possible. He stated that one of the ideas is to have an advisory committee or some kind of interface and felt that this should be discussed later today or at the next meeting.

Dolores Connor stated that she believed that was in the resolution that they will be looking at that points out the strategic plan which is included in their packets.

Dolores Connor requested that they move the resolutions action items after the financial report. The Board agreed.

Dolores Connor made a Motion that they move Item #9 Action Items after the Financial Report, Miguel Silva Seconded.

Scott A. Krahling, Chair - Absent
Nathan Small, Vice-Chair - Yes
Miguel G. Silva, Member – Yes
Dolores Connor, Member – Yes
Oscar Vasquez Butler, Member – Absent
Todd Garrison, Member – Yes

Motion passed

VI. Public Input

Vice-Chair Nathan Small asked for Public Input.

Public Input was given by: Alice Sanderson praised Animal Control Officers and spoke about a loose dog in her neighborhood, Jean Gilbert spoke about adoptions and volunteers and announced that they will be having a pet food bank, Claire Katner about changing the ordinance so they can keep conducting adoptions at the Farmer's Market, Linda Hall wanted to inform everybody about their upcoming fund raiser/golf tournament to benefit SNAP Program also spoke about the Governor's Conference that she attended in Albuquerque, Donna Eichstaed said that she wanted to speak about the shelter in Denver and would do this at their next meeting when all Board members are present, Frank Brice spoke about the animal shelters existing problems and Marilyn Zahler handed out a copy of animal welfare and control commission of San Francisco, CA and asked the Board to read, spoke about the strategic plan and spoke about rescue groups.

VII. Presentation – Rescue Criteria - Brandy Gardes, Director, From the Heart Rescue

Vice-Chair Nathan Small asked Brandy Gardes to make her presentation.

Brandy Gardes spoke about her qualifications, discussed animal rescue, animal no kill, adoptions, foster homes, etc.

VIII. Reports

1. Financial Report –

a. April 2009 Financial Report – Dr. Mark Sutter, CLC Fiscal

Vice-Chair Nathan Small asked Dr. Mark Sutter to discuss. Dr. Sutter made presentation on the following:

The schedule of Revenues and expenditures – budget and actual Fund 7440 shows year-to-date revenues exceeded expenditures by approximately \$217 thousand.

The schedule of revenues and expenditures – budget and actual for fund 7440 also indicated 55.6% of budgeted revenues and approximately 49.3% of budgeted expenses have been recognized.

Assuming costs are incurred relatively evenly over the 5 month budget period, approximately 60% of budgeted expenditures could be expected to have been spent at this point. Notably, personnel expenditures are at 47.1% of the budget, while repair and maintenance expenditures are at 65.7% of the budget, services are at 68.7% and other expenditures are at 69.3%.

There are outstanding encumbrances for contract employees, postage, veterinary services, equipment rental and utilities, totaling approximately \$20 thousand.

The accumulated excess of expenditures over revenues in Fund 2495 is approximately \$173 thousand.

2. **ASCMV Director** – Dr. Beth Vesco-Mock

a. Animal statistics report – April 2009

Vice-Chair Nathan Small asked Dr. Beth Vesco-Mock to discuss. Dr. Vesco-Mock presented and discussed the animal statistics report which copy was given to the Board and a copy will be attached to the filed minutes.

b. Activities at Shelter

Vice-Chair Nathan Small asked Dr. Beth Vesco-Mock to discuss. Dr. Vesco-Mock stated that she gave the Board a copy of their bulletin on their activities and also discussed and explained their activities which consisted of volunteers, rescues, guest speaker, intake for May, diseases (parvo, distemper and ringworm), community outreach and raising money.

c. Job descriptions

Vice-Chair Nathan Small asked Dr. Beth Vesco-Mock to discuss. Dr. Vesco-Mock discussed and gave copies of all the job descriptions to the Board.

d. Facility update

Vice-Chair Nathan Small asked Dr. Beth Vesco-Mock to discuss. Dr. Vesco-Mock stated that she knows at this time there is no funding, but may be able to receive legislative funding. She discussed what is still needed at the shelter and also discussed what she would like to have for next year.

IX. Action Items(s)

1. **Resolution 2009-**____ final review and approval of the 2009-2010 Budget.

Motion to Approve Resolution No. 2009-05 Final Review of the 2009-2010 Budget:

Motion: Terrance Moore

Second: Dolores Connor

Scott A. Krahling, Chair - Absent
Nathan Small, Vice-Chair - Yes
Miguel G. Silva, Member – Yes
Dolores Connor, Member – Yes
Oscar Vasquez Butler, Member – Absent
Todd Garrison, Member – Yes

Motion passed

RESOLUTION NO. 2009-05

2. **Resolution 2009-**____ to establish a strategic planning committee.

Motion to Approve Resolution No. 2005-06 to Establish a Strategic Planning Committee:

Motion: Dolores Connor

Second: Miguel Silva

Motion to include the Appointment Information Form and Board Disclosure Statement:

Motion: Dolores Connor

Second: Todd Garrison

Scott A. Krahling, Chair - Absent
Nathan Small, Vice-Chair - Yes
Miguel G. Silva, Member – Yes
Dolores Connor, Member – Yes
Oscar Vasquez Butler, Member – Absent
Todd Garrison, Member – Yes

Motion passed

Amendment - Motion that the Strategic Planning Committee consist of nine (9) voting members Three (3) City of Las Cruces residents and Five (5) residents from the County of Doña Ana and the Executive Director to make the odd number.

Motion: Dolores Connor

Second: Todd Garrison

Scott A. Krahling, Chair - Absent
Nathan Small, Vice-Chair - Yes
Miguel G. Silva, Member – Yes
Dolores Connor, Member – Yes
Oscar Vasquez Butler, Member – Absent
Todd Garrison, Member – Yes

VOTE on MAIN MOTION:

Scott A. Krahling, Chair - Absent
Nathan Small, Vice-Chair - Yes
Miguel G. Silva, Member – Yes
Dolores Connor, Member – Yes
Oscar Vasquez Butler, Member – Absent
Todd Garrison, Member – Yes

Motion passed

RESOLUTION NO. 2009-06

X. Public Input

Was allowed and given after Action Items.

XI. Board Input

None was given.

XII. Adjournment

Motion: Dolores Connor

Second: Miguel G. Silva

Scott A. Krahling, Chair - Absent
Nathan Small, Vice-Chair - Yes
Miguel G. Silva, Member – Yes
Dolores Connor, Member – Yes
Oscar Vasquez Butler, Member – Absent
Todd Garrison, Member – Yes

Motion passed

BOARD OF DIRECTORS

Scott A. Krahling, Chair

Nathan Small, Vice-Chair

Miguel G. Silva, Board Member

Dolores Connor, Board Member

Oscar Vasquez Butler, Board Member

Todd Garrison, Board Member

ATTEST:

Lynn J. Ellins, County Clerk

Animal Services Center of the Mesilla Valley
 Monthly Statistics Report
 May 2009

		Dogs	Cats	Rabbits	Reptiles	Pocket Pets	Birds AV	Birds LD	Livestock <small>(horse, goat, sheep, pig, donkey)</small>	Wildlife <small>(skunk, coyote, fox, raccoon)</small>	Total
INTAKE	City of Las Cruces										
	Owner Surrender	61	42	0	0	2	0	0	0	0	105
	Returned Adoptions	1	2	0	0	0	0	0	0	0	3
	Seized from Owners	9	6	0	0	0	0	0	0	0	15
	Strays (brought in by the public)	47	73	0	0	0	0	2	0	0	122
	Strays (brought in by Animal Control)	140	154	2	0	1	0	11	0	5	313
	Wildlife	0	0	0	0	0	0	0	0	0	0
	Subtotal City of Las Cruces	258	277	2	0	3	0	13	0	5	558
	Doña Ana County										
	Owner Surrender	69	48	0	0	0	0	8	0	0	125
	Returned Adoptions	1	3	0	0	0	0	0	0	0	4
	Seized from Owners	7	3	0	0	0	0	0	0	0	10
	Strays (brought in by the public)	20	58	0	0	0	0	0	0	0	78
	Strays (brought in by Animal Control)	230	256	0	0	0	0	2	0	0	488
	Wildlife	0	0	0	0	0	0	0	0	0	0
	Subtotal Doña Ana County	327	368	0	0	0	0	10	0	0	705
	Jurisdiction Unknown	36	68	1				1			106
	Total Intake	621	713	3	0	3	0	24	0	5	1,369

		Dogs	Cats	Rabbits	Reptiles	Pocket Pets	Birds AV	Birds LD	Livestock <small>(horse, goat, sheep, pig, donkey)</small>	Wildlife <small>(skunk, coyote, fox, raccoon)</small>	Total
OUTCOME	Admin Missing	0	0	0	0	0	0	0	2	0	2
<i>(City & County)</i>	Adoptions	127	43	10	0	3	0	3	0	0	186
	Expired in Shelter	20	7	1	0	0	0	0	0	0	28
	DOA	17	27	0	0	0	0	0	0	0	44
	Return to Owner	157	10	0	0	0	0	0	4	0	171
	Transferred Out (Rescues)	73	0	1	0	0	0	3	0	0	77
	Wildlife Release	0	0	0	0	0	0	0	0	0	0
	Euthanized										
	Age - Too Old	3	0	0	0	0	0	0	0	0	3
	Age - Too Young	6	107	0	0	0	0	0	0	0	113
	Behavior - Aggressive	49	8	0	0	0	0	4	0	0	61
	Behavior - Timid	61	30	0	0	0	0	0	0	0	91
	Feral	9	118	0	0	0	0	0	0	0	127
	Hit by Car	2	1	0	0	0	0	0	0	0	3
	Medical Issues	48	13	0	0	0	0	1	0	1	63
	Medical - Distemper	4	0	0	0	0	0	0	0	0	4
	Medical - Felv	0	0	0	0	0	0	0	0	0	0
	Medical - FIV	0	0	0	0	0	0	0	0	0	0
	Medical - HW Positive	3	0	0	0	0	0	0	0	0	3
	Medical - Kennel Cough	20	0	0	0	0	0	0	0	0	20
	Medical - Parvo	29	0	0	0	0	0	0	0	0	29
	Medical - Pregnant	1	1	0	0	0	0	0	0	0	2
	Medical - Ringworm	0	14	0	0	0	0	0	0	0	14
	Medical - URI	39	266	0	0	0	0	0	0	0	305
	Owner Request	13	6	0	0	0	0	0	0	0	19
	Policy	0	2	0	0	0	0	0	0	0	6
	Space	6	32	0	0	0	0	0	0	0	38
	Space - Breed/Pit	31	0	0	0	0	0	0	0	0	31
	Subtotal Euthanized	324	598	0	0	0	0	5	0	5	932
	Euthanasia Rate	52.2%	83.9%	na	na	na	na	20.8%	na	100.0%	68.1%
	Total Outcome	718	685	12	0	3	0	11	6	5	1,440

		Dogs	Cats	Rabbits	Reptiles	Pocket Pets	Birds AV	Birds LD	Livestock (horse, goat, sheep, pig, donkey)	Wildlife (skunk, coyote, fox, raccoon)	Total
Public Services	City Clinic (includes outside surgeries, vaccinations, and microchips)	24	8	0	0	0	0	0	0	0	32
	County Clinic (includes outside surgeries, vaccinations, and microchips)	15	3	0	0	0	0	0	0	0	18
	Jurisdiction Unknown	11	2	0	0	0	0	0	0	0	13
	Subtotal Clinic In	50	13	0	0	0	0	0	0	0	63
	Clinic Out (includes outside surgeries, vaccinations, and microchips)	40	9	0	0	0	0	0	0	0	49

Grand Total	Intake*	621	713	3	0	3	0	24	0	5	1,369
	Outcome*	718	685	12	0	3	0	11	6	5	1,440

Statistics	Live Release Rate	53.4%	8.2%	100.0%	na	100.0%	na	54.5%	100.0%	0.0%	32.2%
	Euthanized, Expired in Shelter, DOA	361	632	1	0	0	0	5	0	5	1,004
	Average Intake/day	20.0	23.0	0.1	0.0	0.1	0.0	0.8	0.0	0.2	44.2
	Average Outcome/day	23.2	22.1	0.4	0.0	0.1	0.0	0.4	0.2	0.2	46.5
	Average Euthanizations/day	10.5	19.3	0.0	0.0	0.0	0.0	0.2	0.0	0.2	30.1
	Average RTO/day	5.1	0.3	0.0	0.0	0.0	0.0	0.0	0.1	0.0	5.5
	Average Adoptions/day	4.1	1.4	0.3	0.0	0.1	0.0	0.1	0.0	0.0	6.0

* The discrepancy between intake and outcome numbers is due to the number of animals taken in on the final three to five days of the month whose outcome is listed on the following month's report. (Animals are held in Strays three days without tags and five days with identification for owner reclaim). It is doubtful that the two numbers will ever match.

**ANIMAL SERVICE CENTER OF THE MESILLA VALLEY
RESOLUTION NO. 2009-_____**

**A RESOLUTION APPROVING AFFILIATION WITH THE PUBLIC EMPLOYEES
RETIREMENT ASSOCIATION AND PARTICIPATION IN MUNICIPAL
GENERAL MEMBER COVERAGE PLAN 3**

WHEREAS, the Public Employees Retirement Act, NMSA 1978, Sections 10-11-1, et seq. (2003), establishes the Public Employees retirement Association and provides for retirement benefits for employees of affiliated public employers; and,

WHEREAS, the Animal Service Center of the Mesilla Valley is not presently an affiliated public employer, and

WHEREAS, prior to affiliation, the Animal Service Center of the Mesilla Valley operated under a joint powers agreement entered into by the City of Las Cruces and Dona Ana County, and

WHEREAS, the governing board of the Animal Service Center of the Mesilla Valley has determined that the interests of the Animal Service Center of the Mesilla Valley and its employees will best be served by affiliation with the Public Employees Retirement Association for purposes of providing the Animal Service Center of the Mesilla Valley employees with the benefits of a retirement program; and

WHEREAS, the governing board of the Animal Service Center of the Mesilla Valley understands that affiliation with the Public Employees Retirement Association is irrevocable; and

WHEREAS, the Public Employees Retirement Act (NMSA 1978, Section 10-11-122 (D)(2005)), provides that a public employer created pursuant to a joint powers agreement between two or more affiliated public employers shall be an affiliated public employer with the coverage plan that provides the highest pension applicable to any of the groups of members brought under its employment, and

RESOLUTION 2009-____, cont.

WHEREAS, the highest pension applicable to any of the employees of the City of Las Cruces and Dona Ana County who will be brought under the employ of the Animal Service Center of the Mesilla Valley is afforded by Municipal General Member Coverage Plan 3, and

WHEREAS, the Public Employees Retirement Act authorizes Municipal General Member Coverage Plan 3 (NMSA 1978, Section 10-11-55.1 through Section 10-11-55.6, (1995) which provides a plan for retirement of three percent (3%) of final average salary per year of service which would then provide for seventy five percent (75%) of final average salary after 25 years of service with a maximum of eighty percent (80%) of final average salary after 26 years and 8 months of service, under which the municipal employee contributes thirteen and fifteen one-hundredths percent (13.15%) of salary to the state retirement fund and the members' employer contributes nine and fifteen one-hundredths percent (9.15%) of her or his salary; and

WHEREAS, the governing board of the Animal Service Center of the Mesilla Valley has determined that the adoption of PERA Municipal General Member Coverage Plan 3 is in the best interest of the Animal Service Center of the Mesilla Valley and of its member employees; and

WHEREAS, the governing board of the Animal Service Center of the Mesilla Valley has made and will make necessary budgetary provisions to comply with the Public Employees Retirement Act; and

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE ANIMAL SERVICE CENTER OF THE MESILLA VALLEY:

That the Animal Service Center of the Mesilla Valley shall be an affiliated public employer as provided for in the Public Employees Retirement Act, as amended, or any successor act or acts, such affiliation to be effective the 1st day of August, 2009; and,

That the Public Employees Retirement Association Municipal General Coverage Plan 3 be, and the same hereby is, irrevocably adopted as the retirement plan for employees of the Animal Service Center of the Mesilla Valley.

RESOLUTION 2009-____, cont.

PASSED, SIGNED, APPROVED AND ADOPTED this 2nd day of July, 2009.

Board Chairman

MOVED BY: _____

SECONDED BY: _____

VOTE:

Board Chairman Scott A. Krahling	_____
Board Vice-Chairman Nathan Small	_____
Board Member Dolores Conor	_____
Board Member Miguel G. Silva	_____
Board Member Oscar Vasquez Butler	_____
Board Member Todd Garrison	_____

**ANIMAL SERVICE CENTER OF THE MESILLA VALLEY
RESOLUTION NO. 2009-_____**

A RESOLUTION PROVIDING FOR DETERMINATION OF REASONABLE NOTICE OF MEETINGS OF THE ANIMAL SERVICE CENTER OF THE MESILLA VALLEY BOARD OF DIRECTORS

WHEREAS, the Animal Service Center of the Mesilla Valley met at 9:00 a.m. on Thursday, February 5, 2009, and

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 adjudicatory body or other policymaking 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 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; and

WHEREAS, Section 10-15-1 (D) of the open Meetings Act requires the Board of Directors of the Animal Service Center of the Mesilla Valley to determine annually what constitutes reasonable notice of its public meetings;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Animal Service Center of the Mesilla Valley that:

1. All meetings shall be held at the Doña Ana County Commissioner Chambers, 1st Floor, Doña Ana County Government Center, 845 N. Motel Blvd., Las Cruces, New Mexico at 9:00 a.m. or as indicated in the meeting notice.
2. Unless otherwise specified, regular meetings shall be held each month on the first Thursday of the month. The agenda will be available at least twenty-four hours prior to the meeting. The notice shall indicate how a copy of the agenda may be obtained.
3. Special meetings may be called by the chairman or a majority of the members upon three 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 hours before any special meeting.

4. Emergency meetings will be called only under unforeseen circumstances that 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 of the Animal Service Center of the Mesilla Valley will avoid emergency meetings whenever possible. Emergency meetings may be called by the Chairman or a majority of the members upon twenty-four 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, notice requirements are met if notice of the date, time, place and agenda is posted in the following locations: Branigan Library, City of Las Cruces Clerks Office, and the Doña Ana County Clerks Office.
6. For the purposes of special meetings and emergency meetings described in paragraphs 3 and 4 of this resolution, notice requirements are met if notice of the date, time, place and agenda is posted in the following locations: Branigan Library, City of Las Cruces Clerks Office, and the Doña Ana County Clerks Office.
7. In addition to the information specified above, all notices shall include the following language:

If You Need an Accommodation for a Disability to Enable You to Fully Participate in the Event Please Contact Us 48 Hours Before the Event at 382-0018/v or 541-2128/tty.
8. The Board of Directors of the Animal Service Center of the Mesilla Valley may close a meeting to the public only if the subject matter of such discussion or action is excepted 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 of the Animal Service Center of the Mesilla Valley taken during the open meeting. The authority for the closed meeting and the subjects to be discussed shall be stated with reasonable specificity in the motion to close and the vote of each individual member on the motion to close shall be recorded in the minutes.

Only those subjects specified in the motion may be discussed in the closed meeting.

- (b) If a closed meeting is conducted when the Board of Directors of the Animal Service Center of the Mesilla Valley 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 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 vote of the Board of Directors of the Animal Service Center of the Mesilla Valley in an open public meeting.

PASSED AND APPROVED this 2nd day of July, 2009.

Board Chairman

MOVED BY: _____

SECONDED BY: _____

VOTE:

Board Chairman Scott A. Krahling	_____
Board Vice-Chairman Nathan Small	_____
Board Member Dolores Conor	_____
Board Member Miguel G. Silva	_____
Board Member Oscar Vasquez Butler	_____
Board Member Todd Garrison	_____