

Meetings

	Open Meetings Act (NMSA 1978 §10-15-1)	Purpose	Frequency/Duration	Documentation
County Council Regular Session	Yes; open to public	Discussion or adoption of any proposed resolution, ordinance, or formal action; quorum in attendance	Ongoing (usually two per month)	Agenda posted no less than 72 hrs prior to meeting date; written minutes
County Council Work Session	Yes; open to public	Discussion or presentation of items of interest to County; no formal action taken; quorum in attendance	Ongoing (usually one per month)	Agenda posted no less than 72 hrs prior to meeting date; written minutes
County Council Closed Session	No; not open to public	Discussion of matters allowed under OMA §10-5-1H; no formal action taken.	As needed	Notice posted no less than 72 hrs prior to meeting date stating the subject to be discussed; minutes of next regular meeting shall state that the matters discussed in the closed meeting were limited only to those specified in the notice of the closed meeting (Note: A closed session may occasionally occur during an open session)
County Council Town Hall	Yes; open to public	Possible Council quorum in attendance; discussion of items of interest to County	Varies	Notice posted no less than 72 hrs prior to meeting date; no minutes unless a quorum is present
County Council Public Presence	No; open to public	Attendance at County events (e.g., Farmer's Market), office hours, ribbon cuttings, etc; no quorum	Varies	Scheduled or announced in advance; no minutes
County Council Small Discussions (typically one-on-one)	No	Meetings with members of the public; no quorum	Varies	May or may not be scheduled; no minutes

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Board/Commission (established by Charter/Ordinance)	Yes; open to public	Discussion or adoption of any proposed recommendation, resolution, ordinance, or formal action; quorum in attendance	Determined by Charter/Ordinance	Agenda posted no less than 72 hrs prior to meeting date; written minutes
Subcommittee (established by Board or Council Chair)	No	Established to study a specific issue and make recommendations to the establishing body; recommendations are not binding; no authority to make decisions on behalf of the establishing body	Determined by establishing body	No minutes; recommendations included in minutes of establishing body
Task Force (established by Council)	Yes; open to public	Discussion or adoption of any proposed resolution ordinance, or formal action; quorum in attendance	Determined by Council	Agenda posted no less than 72 hrs prior to meeting date; written minutes
Working Group	No	Established to study a specific issue and make recommendations to Council or other establishing body; recommendations are not binding; no authority to make decisions on behalf of the establishing body	Varies	No minutes; recommendations included in minutes of Council or other establishing body