

**Board of Director's
Meeting Minutes
February 4, 2025
Virtual Meeting to Replace Canceled January 10th, 2025 Meeting**

1. CALL TO ORDER:

The quarterly meeting of the Board of Directors of the Southeastern New Mexico Economic Development District/COG was called to order by President Sam Seely at 10:00 a.m.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL AND INTRODUCTION OF GUESTS

The following Member Governments were represented by Directors or Alternates:

MEMBER GOVERNMENTS-PRESENT

Chaves County—Dara Dana, Commissioner
Capitan—Kevin Kennedy, Public Works Director
Carrizozo—Bob Hemphill, Mayor
Corona—Sam Seely, Mayor
Dexter—Ron Chambers, Councilor
Hobbs—Todd Randall, City Engineer
Hope—Sonja Carbajal, Clerk/Treasurer
Lake Arthur—Debra Sallee, Clerk/Treasurer
Lovington—David Miranda, City Manager
Roswell—Chris Cortez, Councilor
Ruidoso Downs—Israel Chavez
Tatum—Marilyn Burns, Mayor
Tularosa—Manuel Brusuelas, Trustee
Mescalero Apache Tribe—Matt Uberslaw

NON-GOVERNMENT MEMBERS-PRESENT

Chaves County—Jon Hitchcock
Lea County—Robbie Roberts
Otero County—Lorrie Black

MEMBER GOVERNMENTS-NOT PRESENT

Eddy County—Ernie Carlson, Commissioner
Lea County—Vacant
Lincoln County—Jon Crunk, Commissioner
Otero County—Pamela Heltner, County Manager
Alamogordo—Susan Payne, Mayor
Artesia—Summer Valverde, Clerk/ Treasurer
Carlsbad—Lisa Anaya Flores, Councilor
Cloudcroft—Timothy King, Mayor
Eunice—Billy Hobbs, Mayor
Hagerman—Tony Garcia, Mayor
Jal—Stephen Aldridge, Mayor
Loving—Rick Fuentes, Mayor
Ruidoso—Gary Jackson, Councilor

NON-GOVERNMENT MEMBERS-NOT PRESENT

Eddy County—Vacant
Lincoln County—Coda Omness

A quorum was present with 17 of the 27 Member Governments represented. Three Non-Government Member were also present. Thirteen Member Governments were absent. One Non-Government Member was absent, and one position is vacant.

GUESTS AND VISITORS PRESENT

SNMEDD/COG STAFF PRESENT

Dora Batista, Executive Director
Mary Ann Burr, SERPTO Program Manager
Pansy Moffitt, Office/Finance Administrator
Paul Pappas, Project Coordinator
Kristina Casaus, Administrative Assistant
Juan Fuentes, Consultant
Debi Lee, Consultant

4. ACTION ITEMS:

a. Approve Meeting Agenda for Agenda for January 10, 2025

Robbie Roberts made a motion to approve the agenda, it was seconded by Marilyn Burns. The vote was unanimous. Motion carried.

b. Approve Minutes of October 11, 2024.

A motion was made by Marilyn Burns to approve the minutes of October 11, 2024, and seconded by Manuel Brusuelas. The vote was unanimous. Motion carried.

c. Review and Accept Financial Reports & Budget Adjustments.

Dora presented the Financial Report and Budget Adjustments. We are proposing an amendment to the budget. The contract we have with the Public Education Department originally stated that there were only three employees. They added another employee, so we needed to amend the contract. Due to PED turnover the amendment took longer than expected. We had been paying for a fourth employee since July when the contract was only for three.

The amendment finally came through so our budget was increased by \$291,000 to include travel, which had not previously been accounted for. The PED line item went up; our administrative fee went up and a PED travel line item was created. These changes also included a change in employee job descriptions, accounting for a wage increase and an increase in fringe benefits.

At the time of the report, our member dues were at 80%, as of now they stand at 92%. There is still one entity out currently. We are at 45% of our total income.

On our expense side, we did increase contract services by \$100,000 and that is because we have written two contracts using a technical assistance grant that we received to help the city of Roswell and to help the town of Dexter with disaster recovery experts to help navigate through the FEMA process. We also did the same thing with the Village of Ruidoso and Lincoln County. The FEMA process is difficult to navigate through, so we hired experts to assist them.

The only other change I wanted to point out on the expense side is we are high on the equipment purchase line item. Our copier went out, so we had to buy a new copier. Other than that, we are at 29% of our total expenses and those were the only major changes. There were no questions or comments.

Bob Hemphill made a motion to approve and accept the financial report and budget amendment. It was seconded by Robbie Roberts. The vote was unanimous. Motion carried.

d. Report From Nominating Committee

Dora presented the proposed slate of officers for the year 2025-2026. She recommended that the officers remain the same as the President and Treasurer positions will be up for change in January.

