



MICHAEL NEALEIGH  
Mayor

ROBERT WILSON  
Mavor Pro-Tem.

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JUDY BOYD  
Trustee  
JAMES MCCUE  
Trustee  
MANOLITO SANCHEZ  
Trustee

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**State of New Mexico**  
**Village of Jemez Springs**  
**Resolution No. 2025-002**

**A RESOLUTION AFFIRMING THE OPERATIONAL STRUCTURE OF  
THE JEMEZ SPRINGS PUBLIC LIBRARY**

**Whereas**, Under Section 3-18-14 of the 2023 NM State Statutes (previously 14-17-12, 1953 Compilation), the Village of Jemez Springs, New Mexico, is empowered to establish and maintain a free public library, and

**Whereas**, in connection with the operation of such public library, it is deemed necessary by the Village of Jemez Springs to create a municipal library board to administer the affairs of such library and to provide for the efficient administration thereof, to the end that the same will be administered in the public interest, and

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE VILLAGE OF JEMEZ SPRINGS THAT:**

SECTION 1: There has been established in the Village of Jemez Springs a free public library to be known as the Jemez Springs Public Library. Such library was declared to be a proper and legitimate object of expenditure and operation of the Village of Jemez Springs.

SECTION 2: There was created the Jemez Springs Public Library Board (hereinafter referred to as the "Library Board") and said Library Board granted the authority to make by-laws, rules and regulations for the operation of the library, not in conflict with the ordinances and resolutions of the Village of Jemez Springs, nor with the laws of the state of New Mexico. The by-laws, rules and regulations adopted by the Library Board shall be posted in conspicuous places in the Library for public inspection and information.

SECTION 3: The Library Board shall consist of six (6) to eight (8) members who shall be residents of Sandoval County, New Mexico. The mayor shall appoint one (1) member from the Village of Jemez Springs Board of Trustees or Staff, who shall serve a term of two (2) years. One of the members shall be the Jemez Springs Public Library Director, who shall be a non-voting board member, except in situations where needed to break a tie. The other members shall be recommended by the Library Board, appointed by the Mayor, and confirmed by the Village Council for terms of two (2) years.

**SECTION 4:** Annually at each regular October Board meeting, the Library Board will organize itself for the succeeding year by election from its membership a President, Vice President and such other officers as may be necessary to carry out the functions of the Jemez Springs Public Library

**SECTION 5:** No member of the Library Board shall be removed from office except for good and sufficient cause and only by recommendation of the Mayor and confirmation by a majority vote of the Village Council of the Village of Jemez Springs.

**SECTION 6:** On the death, removal, resignation, change of residence to a place outside Sandoval County, or inability to act as a member of the Library Board, a vacancy on the Library Board shall exist and such vacancy shall be filled from candidates nominated by the Library Board, appointed by the Mayor, and confirmed by the Village Council, to fill the unexpired term of such member.

**SECTION 7:** The Municipal Budget of the Village of Jemez Springs shall provide for an annual library operating budget. The Library operating budget is to be administered by the Clerk/Treasurer of the Village of Jemez Springs as are other funds of said Village. All monies received from the Library from any charges, fines or penalties, together with appropriations from other funds for salaries, books, supplies and other purposes, relative to the operation of the library, shall be accounted for within this budget, together with any gifts, bequests or donations to the Village of Jemez Springs for the Library.

**SECTION 8:** A duly qualified Library Director and such other assistants or personnel as may be deemed necessary for the operation and maintenance of the library shall be employed as may be prescribed by duly adopted personnel regulations of the Village of Jemez Springs and laws of the state of New Mexico. Qualified candidates for an open Library Director position shall be selected by a search committee commissioned by the Mayor, which shall include members of the Library Board. Said committee shall recommend to the Mayor such candidate or candidates deemed qualified for the position.

**SECTION 9:** The duties of the Library Director shall be those listed on the Job Description as recommended by the Library Board and approved by the Mayor of the Village of Jemez Springs.

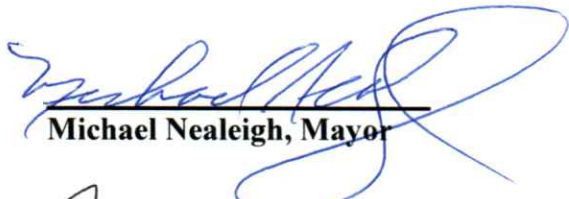
**SECTION 10:** The President of the Library Board shall preside at all meetings, appoint all committees, call special meetings when necessary and generally perform the duties of a presiding officer. In the absence of the President, the Vice President shall preside.

**SECTION 11:** The Library Board shall perform the following functions: (a) keep a record of all the proceedings of the Library Board including the agenda, board approved minutes, and other records (b) post the agenda (both as notice and record), board approved minutes, and librarian notes to the library website for public viewing (c) call special meetings as needed (d) notify the Mayor of any vacancies on the Library Board by submitting nominations for new board members (e) review the monthly library budget, as provided by the Village, at meetings.

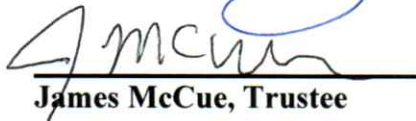
SECTION 12: The Library Board shall hold regular meetings as required by the State Aid Rule. The time and place of such meetings shall be fixed by the Library Board. The time and place of the meeting may be changed by the Library Board by motion duly adopted at any regular or special meeting. A quorum of at least fifty percent (50%) of Library Board members is required for meetings to be official.

This resolution supersedes Resolution 473 and any previous resolution having to do with the operation of the Jemez Springs Public Library.

**PASSED, APPROVED, ADOPTED, AND SIGNED THIS 21s<sup>t</sup> DAY OF JANUARY 2025**

  
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**Michael Nealeigh, Mayor**

  
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**Judy Boyd, Trustee**

  
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**James McCue, Trustee**

  
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**Manolito Sanchez, Trustee**

  
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**Bob Wilson, Trustee**

**ATTEST:**

  
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**Heather Gutierrez, Interim Clerk**

