

THE VILLAGE OF TAOS SKI VALLEY

ORDINANCE NUMBER 2015-53

CREATING THE OFFICE OF VILLAGE CLERK

BE IT ORDAINED BY THE GOVERNING BODY OF THE VILLAGE OF TAOS SKI VALLEY

Section 1. Powers and Duties; Term; Qualification; Removal.

- A. The clerk shall perform all duties and exercise all powers authorized or required by law for the Village Clerk. In addition, the clerk may perform such duties as are assigned and exercise such powers as are delegated by ordinance or under authority of law not in conflict with the powers and duties of the office. The clerk of the municipality shall:
- (1) Keep in custody all minutes, ordinances and resolutions approved by the governing body;
 - (2) Attend all meetings of the governing body;
 - (3) Record all proceedings, ordinances and resolutions of the governing body;
 - (4) Upon request, furnish copies of municipal records. The clerk may charge a reasonable fee for the cost of furnishing copies of municipal records.
- B. The mayor, with the consent of the governing body may designate other municipal employees to be deputy municipal clerks who shall have the right and duty to perform all of the duties of the municipal clerk, including but not limited to the duties created in the Municipal Election Code (Chapter 3, Articles 8 and 9 NMSA 1978).

Authority: Duties of Clerk. See § 3-13-1 NMSA 1978 et seq.

- C. The clerk shall be appointed for an indefinite term by the mayor, with the approval of the Village of Taos Ski Valley Council and shall serve until resignation, death or removal by the appointing authority.
- D. Candidates for the position of clerk shall be selected on the basis of ability and experience.
- E. The clerk may be removed from office at any time by the mayor, with the approval of the Village of Taos Ski Valley Council.

Section 2. Compensation.

The clerk shall be compensated in accordance with his letter of appointment and the Village of Taos Ski Valley annual budget resolution.

PASSED, APPROVED AND ADOPTED this 7th day of October, 2014.

The Village of Taos Ski Valley, New Mexico

By: Neal King

Mayor

ATTEST:

Vanessa Chusholm

Village Clerk

Vote: For 4 Against 0