

New Mexico Rodeo Council Agenda Items Protocol

This protocol is to assist with the submission of items to be approved or discussed at the New Mexico Rodeo Council Meetings. Agenda items will be classified in three different areas for organization: 1. Projects, 2. Discussion Items, 3. Updates.

Agenda Item Submission

Projects:

1. After project has successfully completed the New Mexico Rodeo Council “Project Protocol” the item is submitted by Committee Chair to the Chairman and Vice Chairman of the New Mexico Rodeo Council.
2. Chairman and Vice Chairman submit project information summary and back up material to the Department of Finance (DF) for inclusion in next scheduled New Mexico Rodeo Council Meeting Agenda. (This information must be to Chairman and Vice Chairman ten (10) days prior to the next scheduled New Mexico Rodeo Council Meeting)
3. DF includes project summary and backup material in Council Members packet to be distributed no later than one week prior to next scheduled New Mexico Rodeo Council Meeting.

Discussion Items:

1. Council member or Committee Chairman submits to the Chairman and Vice Chairman of the New Mexico Rodeo Council discussion item summary and back up material.
2. Chairman and Vice Chairman submit discussion item summary and back up material to the Department of Finance (DF) for inclusion in next schedule New Mexico Rodeo Council Meeting Agenda. (This information must be to Chairman and Vice Chairman ten (10) days prior to the next scheduled New Mexico Rodeo Council Meeting)
3. DF includes discussion item summary and backup material in Council Members packet to be distributed no later than one week prior to next scheduled New Mexico Rodeo Council Meeting.

Update:

1. Committee Chairman submits to the Chairman and Vice Chairman of the New Mexico Rodeo Council committee update summary.
2. Chairman and Vice Chairman submit committee update to the Department of Finance (DF) for inclusion in next schedule New Mexico Rodeo Council Meeting Agenda. (This information must be to Chairman and Vice Chairman

ten (10) days prior to the next scheduled New Mexico Rodeo Council Meeting)

3. DF includes committee update summary in Council Members packet to be distributed no later than one week prior to next scheduled New Mexico Rodeo Council Meeting.