

TITLE 12 TRADE, COMMERCE AND BANKING
CHAPTER 21 COMMUNITY REVITALIZATION AND DEVELOPMENT
PART 2 PROCEDURES OF THE MAIN STREET REVOLVING LOAN COMMITTEE

12.21.2.1 ISSUING AGENCY: Main Street Revolving Loan Committee. Contact State Historic Preservation Division, Department of Cultural Affairs.
[12.21.2.1 NMAC - N, 7/31/08]

12.21.2.2 SCOPE: This rule applies to members of the committee, the state historic preservation officer, the historic preservation division, members of the public having business with the committee, the economic development department, the New Mexico main street program and property owners in New Mexico main street communities.
[12.21.2.2 NMAC - N, 7/31/08]

12.21.2.3 STATUTORY AUTHORITY: Section 3-60C-4 NMSA 1978.
[12.21.2.3 NMAC - N, 7/31/08]

12.21.2.4 DURATION: Permanent.
[12.21.2.4 NMAC - N, 7/31/08]

12.21.2.5 EFFECTIVE DATE: July 31, 2008, unless a later date is cited at the end of a section.
[12.21.2.5 NMAC - N, 7/31/08]

12.21.2.6 OBJECTIVE: This rule of procedure shall serve the public and members of the committee as a guide to the operations and policies of the main street revolving loan committee. The rule shall be used as a reference and guide by all those concerned with observance and enforcement of the Main Street Revolving Loan Act, Sections 3-60C-1 to 3-60C-6 NMSA 1978.
[12.21.2.6 NMAC - N, 7/31/08]

12.21.2.7 DEFINITIONS:

- A. "Committee" means the main street revolving loan committee.
 - B. "Division" means the historic preservation division, department of cultural affairs.
 - C. "Eligible property" means a site, structure, building or object that is subject to the Main Street Act (3-60B-1 NMSA 1978) or otherwise found pursuant to the rule of the committee to merit preservation pursuant to the main street revolving loan act.
 - D. "Fund" means the main street revolving loan fund.
 - E. "Property owner" means the sole owner, joint owner, owner in partnership or an owner of a leasehold interest with a term of five years or longer of an eligible property.
- [12.21.2.7 NMAC - N, 7/31/08]

12.21.2.8 THE COMMITTEE:

- A. The name of this committee shall be the "main street revolving loan committee," hereinafter referred to as the "committee."
 - B. The powers and duties of the committee shall be those enumerated in Section 3-60C-4 NMSA 1978.
 - C. The committee shall promulgate and revise as necessary those rules authorized by the act to effectuate the act.
 - D. The fiscal year of the committee shall end on June 30.
- [12.21.2.8 NMAC - N, 7/31/08]

12.21.2.9 MEMBERS OF THE COMMITTEE:

- A. Members of the committee are those appointed pursuant to Section 3-60C-4 NMSA 1978.
- B. Members of the committee shall receive per diem and travel compensation as provided by the Per Diem and Mileage Act (Sections 10-8-1 through 10-8-8, NMSA 1978 Comp.) for official meetings or business of the committee.

[12.21.2.9 NMAC - N, 7/31/08]

12.21.2.10 MEETINGS OF THE COMMITTEE:

- A. The committee shall meet at the call of the chair but no less than four times per year.
- B. Any meeting or hearing of the committee may be held at any place within the state of New Mexico.
- C. At each regular meeting of the committee, the committee and the historic preservation division shall agree on the place, date, time, and when appropriate, subject matter of the next meeting. An agenda and any required supporting documents, consistent with this decision, shall be issued by the historic preservation division two weeks prior to each scheduled meeting.
- D. Special meetings may be called at any time for a stated purpose, consistent with the current open meetings resolution of the committee, by agreement of the chairman of the committee.

[12.21.2.10 NMAC - N, 7/31/08]

12.21.2.11 ORGANIZATION OF THE COMMITTEE: At the first meeting after the beginning of each fiscal year, the committee shall organize by the election and installation of a chairman, a vice-chairman and a secretary from among its members.

[12.21.2.11 NMAC - N, 7/31/08]

12.21.2.12 DUTIES OF THE OFFICERS AND PERMANENT MEMBERS OF THE COMMITTEE:

- A. The chairman shall preside at all meetings and shall appoint all subcommittees. He shall otherwise perform all duties pertaining to the office of the chairman.
- B. The vice-chairman shall, in the absence or incapacity of the chairman, exercise the duties and shall possess all the powers of the chairman. In the absence of both the chairman and the vice-chairman, the secretary shall assume said duties and powers.
- C. According to the Open Meetings Act Section 10-15-1 NMSA 1978, there will be minutes for the meeting. The historic preservation division may keep the meeting notes on the committee's behalf.

[12.21.2.12 NMAC - N, 7/31/08]

12.21.2.13 MEETING PROCEDURE:

- A. The order of business shall be as follows:
 - (1) approval of agenda;
 - (2) review of minutes;
 - (3) chairman's report;
 - (4) historic preservation division report;
 - (5) loan applications;
 - (6) committee matters;
 - (7) subcommittee matters;
 - (8) old business;
 - (9) new business;
 - (10) date of meetings; and
 - (11) adjournment.
- B. The order of business may be revised or tabled at the discretion of the chairman in order to accommodate the schedules of interested persons who are present to discuss items on the agenda.
- C. Standard parliamentary procedure shall govern the proceedings of the committee meetings except as otherwise provided for in this rule. Where a provision in this rule conflicts with standard parliamentary procedure, the provision in this rule shall be followed.
- D. A simple majority shall constitute a quorum.
- E. At a regular meeting, no member of the committee may participate in a final decision in any matter before the committee unless he has heard the evidence or familiarized himself with the record. Further, such member must be present at said meeting for actual participation in the final decision.
- F. The historic preservation division shall send out, two weeks prior to a meeting, an agenda incorporating all matters identified by the division as requiring the attention of the committee. The committee may at its discretion accept any matter for consideration, providing such consideration is not inconsistent with the act and with the current open meetings resolution of the committee.

[12.21.2.13 NMAC - N, 7/31/08]

12.21.2.14 ORGANIZATION AND DUTIES OF SUBCOMMITTEES:

A. The chairman shall appoint from the membership of the committee and the division any necessary subcommittees to serve for a period not exceeding the chairman's term of office.

B. The chairman shall specify the duties of such subcommittees as he may create.

[12.21.2.14 NMAC - N, 7/31/08]

HISTORY OF 12.21.2 NMAC: [RESERVED]