



**MINUTES OF THE STATE COMMISSION OF PUBLIC RECORDS  
SPECIAL MEETING – May 22, 2014**

The State Commission of Public Records convened at 9:33 a.m. on Thursday, May 22, 2014 at 1209 Camino Carlos Rey, Santa Fe, New Mexico 87507.

**Members Present**

Robert J. Torrez	Chair, Historian
Robert Mead, J.D.	State Law Librarian
Mark Reynolds	Representative for the Honorable, Gary King, Attorney General
Sonya Carrasco-Trujillo	Representative for the Honorable Hector Balderas, State Auditor

**Members Not Present**

Edwynn Burckle	Cabinet Secretary, General Services Department
Patricia Herrera	Designee for the Honorable Secretary of State
VACANT	History Museum

**I. CALL TO ORDER**

The Chair called the meeting to order at 9:35 a.m.

**II. APPROVAL OF AGENDA**

The Chair entertained a **MOTION** to approve the agenda; Mr. Mead **MOVED** and Mr. Reynolds **SECONDED** the motion. The motion **PASSED** unanimously.

**III. ACTION ITEMS:**

**A. John Hyrum Martinez, State Records Administrator – Resignation:**

Mr. Martinez announced that he had accepted a position with the National Archives and Records Administration in Washington, DC, as the Director of the Publications and Services Division of the Office of the Federal Register. He thanked the Commission for the opportunity to serve as the State Records Administrator. His last day as Administrator will be June 6, 2014.

**B. Hiring of Replacement for State Records Administrator:**

Chair Torrez entertained a **MOTION** to go into Executive Session pursuant to Section 10-15-1H(2) of the Open Meetings Act, to discuss hiring a replacement for the State Records Administrator; Mr. Mead **MOVED** and Mr. Reynolds **SECONDED** the motion. Ms. Antoinette L. Solano took a roll call vote: Chair Torrez, yes; Mr. Reynolds, yes; Mr. Mead, yes; Ms. Carrasco-Trujillo, yes; the motion **PASSED** unanimously. The Commission went into executive session at 9:40 am.

At 10:29 am Chair Torrez entertained a motion to bring the Commission back into open session; Mr. Reynolds **MOVED** and Mr. Mead **SECONDED** the motion. The motion **PASSED** unanimously.

The Chair affirmed that the Commission discussed only those matters specified in the motion to enter into executive session and no action was taken.

The Chair entertained a **MOTION** to place Ms. Linda Trujillo as Acting Administrator for the State Record Center with a salary increase of 15% or up to match the current Administrator's salary, which would start within the next pay period and would be in effect until a full search for the position can be established; Mr. Reynolds **MOVED** and Mr. Mead **SECONDED** the motion. The motion **PASSED** unanimously.

Mr. Mead suggested that a Committee be established to start the process of advertising for a permanent hire for the Administrator position. The Chair entertained a **MOTION** to establish a Sub-Committee to coordinate hiring a permanent State Records Administrator; Mr. Reynolds **MOVED** and Mr. Mead **SECONDED** the motion. The Chair asked if there was any further discussion. The Chair stated that he would like to name members of the Commission to the Committee. Mr. Reynolds stated that Secretary Burckle would be beneficial to the Committee and that he would also take part in the process. The motion **PASSED** unanimously. The Chair appointed Secretary Burckle, Mr. Reynolds and the Chair to serve on the sub-Committee.

Ms. Linda Trujillo thanked the Commission for the opportunity and the confidence they had in placing her as the Acting Administrator. She commended the staff of the agency for their diligence and hard work so that our patrons have access to state records. Mr. Mead commended the Commission on its commitment to the agency.

#### IV. ADJOURNMENT

The Chair asked if there was any further questions; hearing none. He entertained a **MOTION** for adjournment; Mr. Reynolds **MOVED** and Mr. Mead **SECONDED** the motion. The motion **PASSED** unanimously. The meeting was adjourned at 10:38 a.m.

Submitted by: Linda M. Trujillo  
Linda M. Trujillo, State Records Administrator

26 Aug 2014  
Date

Attested by: Robert J. Torrez  
Robert J. Torrez, Commission Chair

8/26/14  
Date

Minutes approved on: 26 Aug 2014