



**MINUTES**  
**VILLAGE OF TIJERAS**  
**COUNCIL MEETING**  
**MONDAY, FEBRUARY 28, 2022 AT 4:00 P.M.**  
**COUNCIL CHAMBERS**

1. **Call to Order**

Meeting called to order at 4:05 by  
Mayor Bruton

**Please turn off cell  
phones or set to silent  
mode**

2. **Pledge of Allegiance**

Mayor Bruton led attendees in the Pledge of Allegiance.

3. **Roll Call/Determination of Quorum**

JO	X	MA	X	MW	X	YG	
Quorum present		Yes	No				

Mayor Bruton noted that Councilor Garcia had requested to participate in this meeting telephonically and asked the Council's permission. A majority of the Council voted in favor. Mayor Bruton attempted to reach Councilor Garcia by telephone but was unsuccessful.

4. **Introduction of Guests**

Audrey Caufield, Applicant

5. **Public Comment**

No public comment.

## 6. Approval of Agenda

A C T I O N	Motion	Motion to approve the agenda for 02/28/2022		
	Made by:	Armenta	Councilor Ortiz-Y	Councilor Armenta-Y
	Second by:	Wilson	Councilor Wilson-Y	Councilor Garcia-
	Motion carried?	PASSED	FAILED	

## 7. Council to Review and Approve Hiring of Audrey Caufield as Finance Director

[Attachment A Audrey-Caufield-Application.pdf](#)

[Attachment B Audrey-Caufield-Resume-01.2022.pdf](#)

[Attachment C Caufield Audrey Offer Letter Finance Director.pdf](#)

[Attachment D Finance Director Updated 02092022.pdf](#)

Mayor Bruton noted Ms. Caufield has extensive experience in finance, as well as municipal finance. He stated he believes she will be a good fit for the Village. He explained the base compensation for the position is \$55,000 per year and he offered Ms. Caufield \$62,000 per year. He added that Ms. Caufield agreed to forego employer-paid insurance benefits in exchange for higher compensation, and that she would sign an agreement to that effect.

Councilor Wilson stated that Ms. Caufield's resume is very impressive and agreed that she will fit in well.

Councilor Armenta echoed Councilor Wilson's statements and stated that Ms. Caufield seems very personable.

Mayor Bruton stated he believes Ms. Caufield will be an asset to the community. He noted she is familiar with the accounting software the Village currently uses as well as the new software the Village will be transitioning to.

Councilor Wilson stated it is very beneficial that Ms. Caufield has experience with governmental accounting, as it differs from private sector accounting.

Councilor Wilson stated that, if Ms. Caufield's hiring is approved, she would like to sit down with Ms. Caufield and discuss the monthly financials provided by the previous Finance Director and the form that Councilor Wilson would like future monthly financial reports to take.

Councilor Ortiz stated Ms. Caufield's resume is impressive and the transition should be seamless.

Ms. Caufield stated she considers her role a team effort and will work to ensure everyone on the team has what they need to succeed. She added that she would like to collaborate with the Council on the upcoming budget creation.

<b>A C T I O N</b>	<b>Motion</b>	<b>Motion to approve the hiring of Audrey Caufield as Finance Director</b>		
	<b>Made by:</b>	<b>Ortiz</b>	<b>Councilor Ortiz-Y</b>	<b>Councilor Armenta-Y</b>
	<b>Second by:</b>	<b>Armenta</b>	<b>Councilor Wilson-Y</b>	<b>Councilor Garcia-</b>
	<b>Motion carried?</b>	<b>PASSED</b>	<b>FAILED</b>	

8. **Updates**

- a. Mayor – Mayor Bruton provided an update on the status of the volunteer fire department.
- b. Councilors – the Council discussed the upcoming Council retreat.
- c. Clerk
- d. Deputy Clerk
- e. Departments

9. **Time and Place of Next Meetings**

*THE NEXT MEETING OF THE VILLAGE OF TIJERAS GOVERNING BODY WILL BE HELD ON MONDAY, MARCH 7, 2022.*

**ADJOURNMENT**

The meeting adjourned at 4:39 p.m.

The Governing Body may revise the order of the agenda items considered at this Open Meeting. If you are an individual with a disability who is in need of an amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the Village Clerk at 505-281-1220 at least three (3) days prior to the meeting. Pursuant to New Mexico Open Meetings Act Section 10-15-1 (H) Subsection (2) limited personnel matters; (5) discussion of bargaining strategy preliminary to collective bargaining negotiations; (7) attorney-client privilege pertaining to threatening or pending litigation in which the public is or may become a participant; (8) discussion of the purchase, acquisition or disposal of real property or water rights by the public body. Speakers limited to 2 minutes.