

**CULTURAL PROPERTIES REVIEW COMMITTEE**  
**SEPTEMBER 25, 2020, 1:00 p.m.**  
**SPECIAL VIRTUAL MEETING**

**SPECIAL PROCEDURES FOR VIRTUAL ATTENDANCE AND PUBLIC COMMENT:**

In response to the State's declaration of a Public Health Emergency and the ban on public gatherings of more than five (5) persons, this meeting will be conducted virtually using Zoom.

**ATTENDING ON ZOOM:**

Members of the public may attend the Zoom meeting on a computer, mobile device, or phone. The videoconference's Meeting ID and Password, videoconference link and telephone numbers are as follows:

- Meeting ID: 864 2652 0086 / Password: CPRCCPRC
- Link: <https://us02web.zoom.us/j/86426520086?pwd=Q0g2WDNtclRZT2kyR2tENllvUTFoQT09>
- Phone Number: (346) 248-7799; meeting ID 864 2652 0086 and password 67913677
- Note that the passcode is different if calling in.

**MEETING AGENDA**

This information will also be posted on the Historic Preservation Division's (HPD) website at least two weeks in advance of the meeting:

<http://www.nmhistoricpreservation.org/cprc/meeting-schedule.html>

**VIRTUAL MEETING PUBLIC COMMENT PROCEDURES**

Public participation is vital to the mission of the Historic Preservation Division. The public is welcome at all meetings of the Cultural Properties Review Committee and encouraged to participate.

As with our traditional meetings, there will be opportunities for public comment on each action item.

**HOW TO MAKE A PUBLIC COMMENT AT A VIRTUAL MEETING**

There are several ways you can comment at the virtual meeting:

- **Make a live comment during the virtual meeting** – You'll need to be logged in to the meeting through the Zoom video conference service or a phone line, noted above. During the public comment period, please use the "Raise Hand" feature and wait to be recognized by clicking on the icon "Participants" at the bottom of your screen. On the window that opens to the right, click the button labeled "Raise Hand". When the chairperson calls your name, the host will unmute your microphone. A button will pop up that says, "The Host wants to unmute you." Accept the unmute prompt to activate your microphone. You will be asked to provide your name. Persons joining the meeting via phone can use the virtual "Raise Hand" feature by pressing \*9 on their keypad.
- **Submit written comments by noon the day prior to the meeting** - Written comments received by this deadline will be read or summarized at the meeting. Comments should be sent to [NM.SHPO@state.nm.us](mailto:NM.SHPO@state.nm.us) or to Historic Preservation Division, 407 Galisteo Street, Santa Fe, NM, 87501, and must include: your name, contact information (email or phone), and the meeting name.
- **Leave a phone message by noon the day prior to the meeting** – Comments received by voicemail at 505-827-6320 will be read or summarized in the official record after the meeting. Your message must include: your name, contact information (email or phone), and the meeting name.

## **ARE YOU NEW TO ZOOM?**

If you are new to Zoom, we recommend familiarizing yourself with the software in advance of the meeting start time. If possible, practice with other Zoom users to gain experience in using the videoconferencing program beforehand. Some recommendations to consider:

- Arrive early. Join the meeting at least ten minutes before the start time.
- Mute. Be familiar with the location of the ‘mute’ button. The location of ‘mute’ depends on the type of device/computer in use. If on the telephone dial \*6 to mute/unmute.
- Minimize distractions. Silence the phone and all notifications that could interrupt the meeting. While attending the meeting, we recommend attendees’ full attention and lessening the impulse to click on other links.
- Update your software. Make sure Zoom software has been updated.
- Internet connection. The internet connection has the most significant impact on video/audio quality. It is best to use a wired internet connection.
- Use a headset. To hear and be heard the best – consider using a headset or headphones with a microphone. If you don’t have one, don’t worry! A quiet room for the duration of the meeting can bring similar results.

## **MEETING PROCESS**

- Attendees will enter a virtual “waiting room” before being admitted to the meeting.
- Meeting host will mute all attendees upon entry.
- A Meeting welcome page will be posted.
- The meeting agenda will be posted on the screen and will be made available via the chat function.
- The Host will provide a brief introduction to the meeting.
- Host will unmute Cultural Properties Review Committee members.
- The Cultural Properties Review Committee meeting will be led by the Chairman, Reg Richey. Mr. Richey will go through the agenda, item by item.
- The Chairman will ask for public comments after each action item. If interested in submitting a comment, attendees must virtually ‘raise hand’. See above for more information on how to provide comments.
- Historic Preservation Division Staff may participate as needed to provide support to the CPRC.
- We would like to be able to have a complete list of meeting attendees. To ‘sign in’ please email [NM.SHPO@state.nm.us](mailto:NM.SHPO@state.nm.us) your contact information and that you were in attendance at the meeting.

**CULTURAL PROPERTIES REVIEW COMMITTEE  
SEPTEMBER 25, 2020, 1:00 p.m.  
SPECIAL VIRTUAL MEETING**

**AGENDA**

- 1. Call to Order**
- 2. Approval of Agenda**
- 3. Chairman's Report**
  - a. Discussion of Board Elections**
- 4. Permit Matters**
  - a. Permit Applications for an Individual Burial Excavation Permit on Private Lands**
    - i. Abboteck - RESULTS OF ARCHAEOLOGICAL TESTING AND PROPOSED TREATMENT PLAN THE OLD MASONS AND ODD FELLOWS CEMETERY (LA 196340) 401 OLD TAOS HIGHWAY, SANTA FE NEW MEXICO**
- 5. Date of Next Meetings in 2020**

**October 16, 2020**  
**December 11, 2020**
- 6. Adjournment**

**SEPTEMBER 21, 2020**

**P R E S S   R E L E A S E**

**THE CULTURAL PROPERTIES REVIEW COMMITTEE, WHICH IS THE POLICY ADVISORY COMMITTEE OF THE HISTORIC PRESERVATION DIVISION, DEPARTMENT OF CULTURAL AFFAIRS, WILL CONVENE VIRTUALLY, FRIDAY, SEPTEMBER 25, 2020, AT 1:00 P.M.**

**THE COMMITTEE WILL DISCUSS THE ITEMS ON THE ATTACHED AGENDA**

FOR FURTHER INFORMATION,  
PLEASE CALL (505) 827-6320

(Please see other side for Agenda)

*If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or serve to attend or participate in this meeting, please contact the Administrator at the Historic Preservation Division, Bataan Memorial Building, 407 Galisteo Street, Room 236, Santa Fe, New Mexico 87501, telephone (5050) 827-6320*