

**LINKED MINUTES OF A REGULAR MEETING OF THE VETERANS MEMORIAL
ADVISORY BOARD OF THE CITY OF CARLSBAD, NEW MEXICO, HELD IN THE
PUBLIC WORKS BUILDING ON APRIL 15, 2026, AT 4:30 P.M.**

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|---------------|-------------------|---------------------------|
| Present: | Tom Larison | Chairman |
| | John Wixom | Board Member |
| | Kelly Wixom | Board Member |
| | Steve Angell | Board Member |
| | Kay Hill | Board Member |
| | Paul Hill | Board Member |
| Absent: | James Prentiss | Vice Chairman |
| Also Present: | Jalynn Dominguez | Open Meetings Act Manager |
| | Michael Hernandez | Parks Superintendent |

Time Stamps and headings below correspond to recording of meeting and the recording is hereby made a part of the official record.

0:00:18 **1. ROLL CALL AND DETERMINATION OF QUORUM**

Roll was called, determining the presence of a quorum.

0:00:48 **2. APPROVAL OF MEETING MINUTES – MARCH 18, 2026**

0:00:56 **MOTION**

The motion was made by Mr. Hill and seconded by Mrs. Wixom to approve the meeting minutes from March 18, 2026

0:01:11 **VOTE**

The vote was as follows: Yes - Larison, Angell, Hill, Hill, Wixom, Wixom; No - None; Absent - Prentiss; the motion carried

0:01:27 **3. TRANSITIONAL OVERVIEW – JALYNN DOMINGUEZ,
OPEN MEETINGS ACT MANAGER**

Jalynn Dominguez stated that the new Chapter 2 Ordinance is to help resolve any differences between the boards, committees, and commissions. She stated that some changes have been made such as time, frequency, location, attendance, and maximum voting members. Ms. Dominguez emphasized that attendance will be strictly enforced moving forward. She also stated that the board will be limited to a maximum of 5 voting members; however, no current members will be removed and will instead complete their terms.

0:22:22 **4. NOMINATION AND VOTE OF CHAIRMAN AND VICE
CHAIRMAN**

0:22:58 **MOTION**

The motion was made by Mrs. Wixom and seconded by Mr. Angell to nominate Mr. Larison as Chairman and Mr. Prentiss as Vice Chairman.

0:24:23 **VOTE**

The vote was as follows: Yes - Lairson, Angell, Hill, Hill, Wixom, Wixom; No - None; Absent - Prentiss; the motion carried

0:25:17 **5. DISCUSSION REGARDING VETERANS ACTIVITIES**

Mrs. Wixom asked about the status of the bench that Jack Hernandez was working on. Mr. Larison said it is in the making and will update the board once he has more information. Mr. Angell said he is still trying to locate an anchor. Mr. Larison said an oilfield company in Carlsbad has a crew that comes out and cleans the cemetery.

0:29:46 **6. DISCUSSION OF FOUNDATION FINANCIAL REPORT**

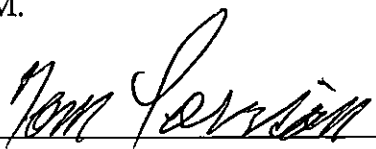
Mr. Larison reported that there have been no changes to the financial report, with the current balance at \$87,237. Mr. Hill noted that he expected the balance to be \$88,000. Mr. Larison clarified that the higher amount reflected a prior balance before a bill attributed to the previous month was deducted. Mrs. Hill inquired whether the adjustment needed to be itemized. Mr. Larison responded that the foundation itemizes such entries. He also noted that two bricks have been sold; the proceeds have not yet been deposited and will be reflected in next month's report.

0:33:05 **7. DISCUSSION OF DONATIONS AND SPONSORSHIPS**

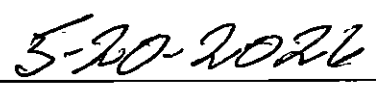
Mr. Larison noted that, upon reviewing the Memorial Day parade route, it appeared to follow the same format as the Veterans Day parade, including a stop at the cemetery, and he inquired as to why the route had been altered. Mr. Hernandez suggested that a board member meet with the mayor to obtain clarification regarding the change. Mr. Larison also emphasized the need for the board to increase its outreach efforts to secure sponsorships for the park. Mrs. Wixom asked if the oilfield company that cleans the Veterans' Park would be willing to be a sponsor. Mr. Larison said he would ask.

0:41:11 **Adjourned**

With no further business to discuss, Mr. Larison declared the meeting adjourned at 5:13 PM.



Tom Larison, Chairman



Date