Americans with Disabilities Advisory Council (ADAAC) Minutes

Date:	**Friday, November 6, 2026**
Time:	**1 p.m.**
Location:	**Online via Zoom, hosted by the ADA Coordinator's Office**

Council Members Present:
Manuel Baca, Chair
Karina Gutierrez
Aaron Kelly Anderson
Connor McCafferty

City Staff Present:
Will Duran, Director of General Services and Acting ADA Coordinator
Calvin Wells, Administrative Assistant
Cristobal Rocha, Office of the City Clerk

Council Members Not Present:
Katherine O'Neal (excused)
Elijah Valdez (excused)
Cody Unser (excused)

City Contractors Present:
One interpreter

Members of the Public Present:
None

Call to Order: Chair Manuel Baca called the meeting to order at 1:06 p.m.

Roll Call and Quorum: Four members were present, which is a quorum (the minimum number of members needed to conduct business). This included new member Connor McCafferty, who was appointed to the Council on October 5, 2026.

Approval of Agenda: Chair Baca moved to approve the agenda, and Member Gutierrez seconded. Approved unanimously by roll call vote (4–0).

Approval of Minutes from October 2, 2026: Member Gutierrez moved to approve the minutes, and Chair Baca seconded. Approved unanimously by roll call vote (4–0).

Public Comment: No members of the public attended, and no public comment was received.

Introductions

City staff and new Council members Aaron Kelly Anderson and Connor McCafferty introduced themselves.

Old Business

- **New Mexico Division of Vocational Rehabilitation (NM DVR) Website:** Member O'Neal, who requested this item, advised by email that the website's accessibility is a State matter outside the Council's authority. No action was taken.
- **Council Pamphlet:** Director Duran reported that the requested changes have been made, mainly adding his direct contact information. He will share the updated pamphlet with the Council for review and approval.

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New Business

- **Council Procedures:** Director Duran welcomed the new members. He will send members the New Mexico Open Meetings Act (the State law on how public bodies hold meetings) and a summary of Robert's Rules of Order (standard rules for motions and voting). He will also try to arrange Open Meetings Act training through the New Mexico Attorney General's Office.
- **Future Agenda Items:** Member McCafferty has two transportation-related items for the Council. Items must appear on the public agenda, which is posted 72 hours before each meeting, before the Council can discuss them. He will email his items to Chair Baca for the next agenda.

No motions were made and no votes were taken under New Business.

Adjournment: Chair Baca adjourned the meeting at 1:26 p.m.

Next Regular Meeting: Friday, December 4, 2026, at 1 p.m.

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