

MEETINGS OF THE AREA BOARD

Regular meetings. Regular meetings of the Northeast Community College Board of Governors will be held at least once a month. The time and dates of these meetings will be reviewed annually at the January meeting. The Board may vote at any regular meeting to convene more than once a month, or to change a previously scheduled meeting date or time of meeting.

Place of meetings. All Northeast Community College Board of Governors meetings shall be held on the campus of Northeast Community College at Norfolk unless other notice is given.

Official action. Any formal official action on any question or motion duly moved and seconded shall be taken only by roll call vote of the governing body in open session convened and the record shall show how each member voted, or was absent or not voting.

Meetings of the Area Board. The minutes of the governing body, kept by the Secretary of the Board or other designee of such body, shall record the manner and advance time by which such advance publicized notice was given, a statement of how the availability of an agenda of then known subjects was communicated, the time and specific place of each meeting actually convened, and the names of each member of the governing board present or absent at each convened meeting. The minutes of any governing body shall be a public record open to inspection by the public upon request during normal business hours.

Policy replaces #9361.01, .03, .04; dated: 10/11/73 (Item #0329)

Revision date: 07/11/96 (Item #7666)

Revision date: 03/13/97 (Item #7957)