

Special Meeting

It may be necessary for the Board to conduct a special meeting in addition to the regularly scheduled Board meeting. Special meetings may be called by the president of the Board or by the Board Secretary at the request of a majority of the Board. Written notice, stating the time and place of any special meeting and the purpose for which it is called, shall be delivered to each Board member in person or sent by registered letter in sufficient time to allow for delivery of notice in advance of such meeting.

Should a special meeting be called, public notice shall be given. If the special meeting called is an emergency meeting and the Board cannot give public notice in its usual manner, the Board shall give public notice of the meeting as soon as practical and possible in light of the situation. The reason for the emergency meeting and why notice in its usual manner could not be given shall be stated in the minutes.

Only the purpose or issue for which the special meeting was called may be discussed and decided in the special meeting. The Board shall strictly adhere to the agenda for the special meeting and action on other issues shall be reserved for the next regular or special Board meeting.

Approved: September 15, 1997

Reviewed: March 28, 2016