

## COOPERATIVE BOARD MEETINGS

### Regular Meetings

All regular Cooperative Board meetings will be held on the third Wednesday of each month, unless otherwise designated at a prior meeting of the Board.

### Special Meetings

Special meetings may be called by the President of the Board, or in his or her absence the Vice-President, or a majority of the Board members. Notice stating the time and place of any special meeting and the purpose for its call, will be given each Board member and the Director by the Business Manager, either orally or in writing, in sufficient time to allow each member's presence. No business other than that stated in the notice will be transacted at a special meeting. Local news media that have requested notice will be notified of the special meeting by mail, e-mail, delivered in person or telephone prior to the meeting.

### Remote Meetings

Meetings, including executive meetings, may be conducted by remote conference. Members shall be deemed present if they answer present to the roll call taken. No conference call can be used to conduct hearings. The attending public has the right to listen to remote meetings.

### Executive Session

Executive or closed meetings shall be held only upon a majority vote of the members of such body present and voting, and discussion during the closed meeting is restricted to the legal basis specified in the closure motion. Executive or closed meetings may only be held for reasons specified in law.

All discussions will be considered confidential, but all official actions concerning the matters discussed will be made only at an open official meeting.

Policy Adopted:           October 16, 2013