

Category: Council Operating Procedures - 5000

Policy: Time and Place of Meetings - 5018

Regular meetings ordinarily will be held on the first Wednesday of the month unless advertised differently. Date, time and place of meetings are at the discretion of the Board.

Official notification of meetings is by delivery of the agenda, but the Administrative Assistant will also keep a long-term schedule of future meetings.

Notice of special meetings must be delivered in writing to each member of the Board a reasonable time before the meeting. Notice by electronic means, such as e-mail or SMS/text messaging, shall constitute written notice pursuant to this policy. In case of emergency, the President shall have power to call a special meeting on less than 48-hours' notice.

A Board member shall be considered notified under this policy if the ESUCC has made reasonable effort to notify by delivering notice in writing via email to each Board member.

Adopted On: October 9, 2014

Reviewed On: