

NOTIFICATION OF MEETINGS

Notice of all meetings of the Board and Board-appointed committees will be given through the District's website, to the media and the public who have requested notification pursuant to O.R.C. § 121.22, and to all Board members.

Organizational Meetings: Notice of organizational meetings, including any special or regular meeting following the organizational meeting, will be given in the same manner as notice for regular and special meetings of the Board. (see below).

Regular Meetings: A notice of the time and place of regularly scheduled meetings is given through the District's website, to the media who have requested notification, and to those individuals requesting advance personal notice.

Special Meetings: A special meeting may be called by the Board Chairperson, the Chief Financial Officer, or any two members of the Board by serving written notice of the time and place of the meeting upon each Board member at least two days before the date of the meeting. The notice must be signed by the officer or members calling the meeting. Notice by mail is authorized. Notice of the time, place and purpose must also be given at least 24 hours in advance of the meeting to all news media and individuals who have requested such notice. In the event of an emergency meeting, the media will be notified immediately of the time, place and purpose of the meeting.

Personal Notice of Meetings: Any person who wishes to receive advance personal notice of regular or special meetings of the Board may receive the advance notice pursuant to O.R.C § 121.22 by requesting notice by fax, e-mail or by including his/her name on a mailing list and by providing a supply of stamped, self-addressed envelopes.

Cancellation: Occasionally, regular or special meetings of the Board must be cancelled. Meetings can be cancelled for any reason. When a meeting is to be cancelled, the Board Chairperson notifies Board members and, to the extent possible, all media and individuals who have requested notification of such meetings. Notice of cancellation also will be prominently posted at the meeting site. This notice will include the new date of a rescheduled meeting, if known.

[Adopted March 20, 2001]

[Revised May 26, 2009]

LEGAL REFERENCES

ORC §§ 121.22; 3313.15; 3313.16

Resolution No. 2000-01(B)

CROSS REFERENCES

BDD, Print and Electronic News Media at Board Meetings