

TRITON COLLEGE BOARD POLICY

BOARD OF TRUSTEES, DISTRICT 504

GOVERNANCE

MEETINGS

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POLICY 1120
ADOPTED: 11/20/90
AMENDED: 05/18/93
AMENDED: 05/16/95
AMENDED: 11/20/01
AMENDED: 03/15/05
AMENDED: 07/17/07
AMENDED: 10/16/12

The Board is obligated to hold all meetings according to the Illinois Open Meetings Act. The Board will make public at the beginning of each fiscal year the dates, times and places of all regularly scheduled meetings. A minimum of 48 hours advance public notice will be given for all special, rescheduled, or reconvened meetings. Meetings called in the event of a bona fide emergency are not required to have 48 hours prior notification. However, the notice for all emergency meetings will be made as soon as possible after being called. Notice for all special, rescheduled, reconvened, and emergency meetings will be posted at the Administration Building or at the building where the meeting is to be held. Notices will be sent to all members of the media who have annually requested receiving meeting notices. All meetings are open to the public.

Meetings are defined as a gathering of a majority of a quorum (pursuant to the Community College Act) of the Board of Trustees held for the purpose of conducting public business. A quorum of Board members must be physically present at the location of an open meeting. After a quorum is present, a Board member may attend by video or audio conference pursuant to the Illinois Open Meetings Act.

TYPES OF MEETINGS

ORGANIZATIONAL MEETING

Special meeting of the Board called by the Chairman for the purpose of seating the newly elected trustees, selecting officers, and fixing the time and place for regularly scheduled meetings and to approve all past actions of the Board including contracts and policies. Optional action at this meeting will be the appointment of ongoing professional services: auditor, attorney, and architect. All such appointments will be made in accordance with provisions of the Illinois Public Community College Act. Said meeting shall be held prior to the regularly scheduled April meeting or as dictated by election officials following the election for members of the Board of Trustees.

REGULAR BOARD MEETINGS

These meetings are held for the purpose of conducting regular business of the College. Dates and times are determined at the annual Board organizational meeting.

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CLOSED MEETINGS

Closed meetings shall be held in accordance with the Illinois Open Meetings Act.

SPECIAL BOARD MEETINGS

Meetings called by the Board Chairman or three members of the Board, for the purpose of which must be stipulated in the meeting agenda. Notice of a Special Board Meeting shall be given in writing and served at least 48 hours before the meeting.

EMERGENCY BOARD MEETINGS

Meetings called by the Board Chairman or three members of the Board. Emergency items are those items that cannot wait for special meeting time requirements.

RECONVENED BOARD MEETINGS

A board meeting that was open to the public and will be reconvened within 24 hours.

ROBERTS' RULES OF ORDER

Roberts' Rules of Order shall govern the parliamentary procedure of the Board unless otherwise specified in policy.