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Board Member Participation at Board Meetings
Using Electronic Device

0155.1 BOARD MEMBER PARTICIPATION AT BOARD MEETINGS
USING ELECTRONIC DEVICE

The board recognizes that it is a duty of the office to which each member is elected that the member physically attends board meetings. The board acknowledges that on occasion, a conflict may arise that prevents a member from being physically present at a meeting. Due to advances in communication technology, the board has the capacity to permit remote attendance at board meetings through the use of electronic devices. Therefore, the board authorizes that a board member may participate in a board meeting from a remote location through the use of an electronic device according to the following guidelines:

- A. There is a good reason why the board member cannot physically attend the meeting, such reason to be approved by the board president, or, in the case of the board president making the request, the vice president;
- B. A request for remote participation is made at least 24 hours in advance of the meeting; however, requests under 24 hours may be approved in case of emergency;
- C. The board member is able to participate in the full public portion of the board meeting and not just part of the meeting; and
- D. An electronic connection is available and is sufficient for the absent member to be heard by the public.

Remote participation of a member shall be announced to the public and recorded in the meeting minutes at the roll call.

Board members approved to participate in a board meeting from a remote location through an electronic device may be counted in the quorum. The electronic connection must be audible to the public and in the same location as the meeting. Any remotely participating member will be considered absent for all or part of the meeting as appropriate, if the electronic connection is or becomes insufficient to be heard by the public; if the transmission is terminated due to equipment or power failure or poor connection; or for any other reason that jeopardizes the public's access to information at the meeting in accordance with the Open Public Meetings Act. Such absence shall not negate any participation or voting prior to such termination of connection. The member's absence shall be duly noted in the



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minutes, including the time and circumstances regarding the termination of the member's participation.

Under no circumstances shall a board member be allowed to participate in a board meeting from a remote location without prior notice.

A board member attending remotely shall not be permitted to participate in the board's executive session nor vote on any matter at the board meeting that was discussed in executive session.

Adopted:

