

0155.1 – REMOTE PARTICIPATION IN BOARD MEETINGS

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 scheduling 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;
- B. A request for remote participation is made 24 hours in advance to the meeting, and approved by the board president; and
- C. An electronic connection is available and is sufficient 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 any other reason that jeopardizes the public's access to information at the meeting in accordance with the Open Public Meetings Act. The members absence shall be duly noted in the 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. No board member shall be permitted to participate remotely on a routine or consistent basis. No more than three approvals to participate from a remote location shall be allowed to any one board member in a calendar year. No more than three board members at any meeting may participate remotely.

Remote participation by electronic device in closed executive session is prohibited.

Adopted: 23 November 2020