



Agenda Item Summary Sheet

Item No: **B**
Meeting Date: **April 15, 2020**

Item Title: Consideration of Electronic Meeting Policy

Item Summary:

Attached please find a proposed Electronic Meeting Policy for Board consideration on April 15th. The policy allows electronic participation by Board members without requiring a quorum to be physically present in the Board Room as long as a quorum is participating in the meeting.

The policy is in accordance with the State's Open Meetings Law and provides direction for a meeting when a Board member is unable to be present (#1) and for a meeting in the event of a State of Emergency (#2).

Number of Attachments: 1

Specific Action Requested:

Request Board consideration of attached policy.

Submitted By: Administration

Date: April 6, 2020

Finance Officer Comment:

No unbudgeted fiscal impact.

Signature: Amy Miller

Date: April 6, 2020

Town Attorney Comment:

Attorney has reviewed and concurs with the proposed policy.

Signature: John Leidy

Date: April 6, 2020

Town Manager Comment and/or Recommendation:

I encourage approval of attached electronic meeting policy.

Signature: Cliff Ogburn

A handwritten signature in black ink, appearing to read "Cliff Ogburn".

Date: April 6, 2020