

CENTER BOARD MEETINGS

Code **BE** Issued **10/19**

Purpose: To establish the basic structure for the conduct of board meetings.

All board meetings will be conducted in accordance with the South Carolina Freedom of Information Act. All board meetings, except for periods in which the board is in executive session, are open to the public.

Annual Meeting

The board holds its annual organizational meeting at the first meeting in May. The board swears in new members, elects officers, and swears in those officers at the annual meeting.

Regular Board Meetings

The board holds its regular meeting of the board on the third Monday of each month. The regularly scheduled time will be 6:00 p.m. The board will not hold meetings in June or December unless deemed necessary by the board.

In unusual circumstances, the board may change the time and place of the regular meeting, or any regular meeting, upon a majority vote of the board.

Work Sessions

From time to time the board may meet in work sessions. The purpose of these sessions will be for the board to have opportunities for planning and discussion without formal action. Topics for discussion will be announced publicly, and sessions will be conducted in accordance with state law.

Special Meetings

The chair of the board or a majority of members of the board may call a special meeting of the full board. The director should give at least 24-hours notice to all members of the board and the public except when emergency conditions make such notice impossible. The board will not transact any business other than that which is stated in the notice.

Public Hearings

The board may conduct public hearings from time to time in order for the public to express their views regarding a specific issue. The board will conduct such meetings in an orderly manner in accordance with board policy and regulation.

Adopted 3/18/85; Revised 11/25/02, 10/17/11, 10/19

Legal References:

- A. S.C. Code of Laws, 1976, as amended:
1. Section 30-4-10, *et seq.* - South Carolina Freedom of Information Act.
 2. Section 59-1-340 - Board meetings.
 3. Section 59-19-110 - Board may designate members to hear or otherwise explore matters under its control.