



BOARD POLICY

Subject: Board of Trustees
Series 212: Conduct of Meetings

Quorum

A majority of members of the Board shall constitute a quorum for the transaction of business.

Rules of Order

Parliamentary procedures not provided for in these policies or by statute shall be determined by Robert's Rules of Order, Revised.

Determination of Agenda

The President shall submit to the Board of Trustees for its consideration an agenda and supporting data which shall set forth the order of business for that meeting.

Order of Business - Regular Meetings

The following shall be the usual order of business for regular meetings of the Board of Trustees.

1. Call to Order
2. Approval of Minutes of Previous Meetings
3. Approve or Amend Agenda
4. Informational Items
5. Financial Report
6. New Business
 - A. Administration
 - B. Board
7. Delegations, Petitions, and Communications
8. Reports of Board Members
9. Adjournment

Date of Adoption: 08-11-66
Date of Revision: 11-08-18
Date of Review: 12-13-18

Legal Reference (Code of Iowa):
Chapter 279.4

Related Administrative Rules and Regulations: