

Book	Policy Manual
Section	43.1 Policies for the Board
Title	COMMITTEES
Code	po0155
Status	
Adopted	January 28, 2004

#### 0155 - **COMMITTEES**

Committees of Board members shall, when specifically charged to do so by the Board, conduct studies, make recommendations to the Board, and act in an advisory capacity, but shall not take action on behalf of the Board. Whenever a majority of a committee and/or sub-committee meets for any pre-arranged discussion of public business of that committee or sub-committee, it shall abide by the Sunshine Law (R.C. 121.22). The law requires that the committee or sub-committee give public notice of each meeting as well as prepare, file, and maintain minutes of the proceedings. Such minutes shall also be available for inspection by the public. A committee may meet in executive session in accordance with the provisions of Bylaw ~~0166~~**0167** - Executive Session.

Committees shall consist of no more than two (2) members.

Each Board committee shall be convened by a chairperson, who shall report for the committee.

The President shall appoint at the organizational meeting members of the Board to standing committees where they shall serve a term of one (1) year.

Ad hoc committees may be created and changed at any time by the President or a majority of the members present at any meeting at which the need for a committee becomes evident.

Members of ad hoc committees shall serve until the committee is discharged.

#### **[Cross Reference:**

**po0167.2]**

© Neola 2014

Legal	R.C. 3313.16
-------	--------------