

DeKalb County Airport Authority
Board Meeting Participation Utilizing Electronic Communication Policy

POLICY AND PROCEDURE MANUAL

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Section 1: Board Meeting Participation Utilizing Electronic Communication Policy

1.1 General Information

The DeKalb County Airport Authority adopts the “Board Meeting Participation Utilizing Electronic Communication Policy” which will take effect on August 19th, 2016. The policy will comply with IC 5-14-1.5-3.6 which took effect July 1st, 2016. It will allow Board Members who cannot be present at a monthly scheduled Board Meeting to participate in the meeting by electronic communication means if they so desire.

1.2 Members Present

At the regularly scheduled monthly Board Meeting, at least (2) of the Board Members must be present in person to conduct the meeting. The Chair of the meeting must be physically present to effectively run the meeting. Up to (3) Board Members may participate in the meeting utilizing an electronic means such as teleconference calls or video conference equipment. Those participating by electronic means will be counted present at the meeting, will count towards a quorum and are able to vote.

1.3 Roll Call Vote

All votes cast by the Airport Authority where at least (1) member is participating by electronic means will be taken by a roll call vote.

1.4 Members Attendance

Each Board Member is required to physically attend at least (6) meetings annually.

1.5 Acceptable Electronic Communication Means

A member of the Airport Authority who is not physically present at a meeting of the governing body may participate in a meeting of the governing body by electronic communication only if the member uses a means of communication that permits: (1) the member; (2) all other members

participating in the meeting; (3) all members of the public physically present at the place where the meeting is conducted; to simultaneously communicate with each other during the meeting.

Approved by:

DeKalb County Airport Authority

Brad Hartz –President

George Wappes – Vice President

John Chalmers – Secretary

Jesse Myers – Member

John Harris – Member

Effective Date: August 19th, 2016 Signed Date: 08-19-16