

204.3 SPECIAL BOARD MEETINGS

It may be necessary for the board to conduct a special meeting in addition to the regularly scheduled board meeting. Special meetings may be held as determined by the president or the secretary upon the written request of a majority of the members of the Board. Should a special board meeting be called, public notice will be given. The agenda for special meetings shall be limited to the item or items for which the special meeting is called.

Emergency Meeting

An emergency meeting may be called with less than 24 hours notice when the Board is required to meet for a good cause to take immediate action. Emergency meetings will only be held when an issue cannot wait twenty-four hours necessary for a special meeting. In an emergency, when it is not possible to give 24 hours notice, the Board secretary will notify the media who have requested notification, by telephone, and post the meeting notice, as far in advance of the meeting as possible. The minutes of such an "emergency" meeting should clearly state the good cause justifying the emergency meeting and why notice in its usual manner could not be given.

Notice for special and emergency meetings shall be given in the manner described in Policy 204.6 "Notice for Board Meetings."

LEGAL REF: Iowa Code §§21.3; 21.4; 279.2.