

## **2.4 Trustee Meetings**

1. The Board will hold a minimum of five meetings annually.
2. The Board will establish a yearly calendar of regular meetings each November.
3. Special meetings maybe called at any time by the Chair or by at least two Trustees.
4. Quorum for a regular or special meeting is half of the Trustees plus one.
5. A Trustee is disqualified from the Board if the Trustee fails to attend three consecutive regular meetings of the Board without being authorized by a resolution of the Board to do so.
6. Unless authorized by a resolution of the Board, meetings are held in at the Library.
7. A motion in writing digitally signed by all Trustees and adopted at the next subsequent meeting is valid as if passed at a meeting held as at the date of the motion.
8. The Chair may adjourn a meeting to an in camera session for discussion of items not of public record.
  - a. Only Trustees will be present at an in camera session.
  - b. No minutes will be recorded during an in camera session.