



Frederick Community College Policy

Section 1.00 Board of Trustees – Bylaws	Policy Number	1.14
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Meetings of the Board of Trustees	Procedure Number	1.14
	Board Approved	10/17/01
	Revision Approved	11/19/08

- A. The Board of Trustees shall meet at least four times each fiscal year.
- B. All meetings shall be open to the public except when the Board is in executive session. The Board will:
 - 1. Send agenda to local media and post in public access areas at least two (2) days prior to meeting.
 - 2. Follow procedures for public participation in open session as established in Board adopted procedures and in compliance with Maryland’s Open Meetings Act, including conduct of persons attending the sessions as well as Board adopted procedures for recording, photographing and broadcasting Board meetings.
- C. The dates for regular meetings shall be set by a majority vote of the members. Dates for special meetings shall be set by the Chairperson.
- D. Order of Business:
 - 1. Call to Order
 - 2. Approval of Minutes
 - 3. Reports of Special Committees/Public Presentation (if requested & approved)
 - 4. College Reports
 - 5. Board Reports
 - 6. Action Items
 - 7. Information/Discussion Items
 - 8. Adjournment
- E. College initiatives requiring Board action shall be presented to the Board on meeting agendas in the following phases:
 - 1. Phase I: The Board shall be provided the initiative for review and investigation.
 - 2. Phase II: The Board shall continue initiative development.
 - 3. Phase III: The Board shall take action regarding the initiative.