

### Rule III.

#### ADMINISTRATION

##### Section 1.

- (a) Regular meetings of the Board shall be held on the first Thursday of each month, at a time and place as determined by the Board, except for a one month recess as determined by the Board. The public shall be notified of all Board meetings pursuant to Section 19.84 Wis. Stats. (Rev. 1/09/20)
- (b) Special meetings may be called at any time at the request of the Chair, upon notice as required by law. Additionally, any two members of the Board may call a special meeting with twenty-four (24) hours advance notice to the Executive Director, each member of the Board and the public, subject to 19.84 Wis. Stats. (Rev. 1/09/20)
- (c) The Board and Executive Director, upon motion duly made and carried in open session, may meet in closed session under one or more of the exemptions provided for in Section 19.85 Wis. Stats. No one attending any closed meeting, including Board members, the Executive Director and those invited or allowed to attend the closed meeting, shall be permitted to record that meeting. (Rev. 1/09/20)