HORNBROOK COMMUNITY SERVICES DISTRICT
Board of Directors Bylaws

POLICY TITLE: **Meeting Manner**
POLICY NUMBER: **4050**
ADOPTED:
AMENDED:

4050.01 Recording
The proceedings of all regular and special Board meetings shall be recorded by audiotape and/or electronic media. Meeting recordings shall be retained for a period of one (1) year. Video and audio taping of regular or special meetings shall conform to sections 54953.5§ & 54953.6§ of the Brown Act.

4050.02 Special Meetings
The time, place, and manner of calling all other meetings of the Board of Directors shall be undertaken as prescribed in the Ralph M. Brown Act. (Government Code Sections 54950 et.seq.)

4050.03 Adjourned Meetings
A majority vote by the Board of Directors may terminate any meeting at any place in the agenda to any time and place specified in the order of adjournment, except that if no Directors are present at any regular or adjourned regular meeting, the General Manager may declare the meeting adjourned to a stated time and place.

4050.04 Compliance with Brown Act
All meetings of the Board of Directors and Committees shall be open and public and all persons shall be permitted to attend any public meeting of the Board of Directors; provided, however, that closed sessions may be held when permitted by law.

4050.05 Secret Ballots
Secret Ballots are not allowed.

4050.06 Meetings
All public meetings shall be conducted in compliance with the provisions of this Chapter and where not otherwise addressed, in compliance with Policy 4080, Rules of Order.

4050.07 Deviations
No deviation from or failure to follow the procedures set forth in the Board Bylaws shall invalidate any action or decision by the Board of Directors unless said decision is subsequently invalidated by court order or action of the District Board.