

Warren-Newport Public Library District

Lake County, Illinois

Board of Trustees

Policy 1003

Electronic Participation at Meetings

Adopted: 12/15/2009

Reviewed/Revised: May 21, 2013; February 16, 2016; June 18, 2019

As authorized by the Open Meetings Act, a Trustee of the Warren-Newport Public Library District (WNPLD) may attend Board Meetings or Committee Meetings by video or audio conference provided all of the following conditions are met. [5 ILCS 120/7]

- A quorum of the Board or Committee members is physically present at the meeting location;
- A majority of the Board or Committee members physically present votes to allow the Trustee to attend by video or audio conference;
- The Trustee wishing to attend by video or audio conference notified the Recording Secretary and the Executive Director before the meeting unless advance notice is impractical;
- The Trustee is prevented from physically attending because of one or more of the following circumstances:
 - Personal illness or disability;
 - Employment purposes;
 - The business of WNPLD;
 - A family or other emergency.

Minutes of all meetings shall record whether each Trustee was physically present or was present by means of video or audio conference.

Any Trustee permitted to participate by video or audio conference has the right to express his or her comments during the meeting and to participate in the same capacity as those members physically present. The Trustee shall be called during any vote taken, and his or her vote shall be counted and recorded by the Secretary.