

Board of Trustees Minutes Policy

Draft minutes will be available 15 days after the board meeting at the reference desk in the draft minutes binder. Approved minutes (generally approved at the next board meeting) will be posted on the website within 72 hours after the approval subject to being technically feasible and at the reference desk in the approved minutes' binder.

By law the minutes are "a record of the final determination of actions taken by the Board and the date and vote thereon." The library board minutes are limited to just that and are not a transcript of everything said at the meeting.

Adopted by the Board of Trustees: September 2015