

ARTICLE II

MEETINGS

Section 1 Regular Meetings

Regular meetings of the Board shall be held at least once each month, or as the Board may designate by resolution duly adopted. At such regular meetings, the Board shall consider all such matters as may be brought before it. All such meetings shall be open to the public.

Section 2 Special Meetings

Special meetings of the Board may be called by the Chairman or any three (3) members. Written notice shall be given to all Board members and published pursuant to general law stating purpose, time, and place of the meeting, at least seven days prior to the meeting. No business other than that stated in the notice may be transacted at such special meeting. All special meetings shall be open to the public.

Section 3 Annual and Organization Meeting

The Annual and Organization meeting of the Board shall be held the first Tuesday following the first Monday in January and shall be considered a regular meeting. Officers of the Board shall be elected at the Organization meeting each year, and newly elected Board members shall be inducted.

Section 4 Conduct of Meeting

A majority of the Board shall constitute a quorum for the transaction of business at any meeting. All meetings shall be conducted in accordance with "Robert's Rules of Order", unless in conflict with provisions of these bylaws or written Board policies. Minutes shall be kept of the proceedings at all meetings. Voting shall be by voice unless a member shall demand a roll call, in which case the Chairman or his designee shall call the roll and the vote of each member entered in the minutes.

Section 5 Attendance

Board members are expected to attend all meetings of the Board, (excluding committee meetings) unless attendance is not possible. When unable to attend a Board meeting, members are requested to notify the Board office as far in advance of said meeting as possible. The minutes of the Board and its Committees shall show which members are present at meetings, which members arrive after a meeting is called to order, and which members depart prior to the end of a meeting. It shall be the duty of the secretary to bring absences to the attention of any member who has had four or more absences from Board meetings (excluding committee meetings), during the preceding 12 month period. If a member has six or more absences during the preceding 12 month period, the Secretary shall advise the Board and the Board shall review said member's record of attendance, the circumstances surrounding the absences, and take such action as may seem appropriate.