

Brookfield Public Library

Electronic Participation Policy

Effective Date: 1/24/2007

Reviewed and Approved: 2/27/2008

As authorized by the Open Meetings Act, a Trustee may attend board or committee meetings by video or audio conference or other means of contemporaneous interactive communication provided:

1. A quorum of the Board or Committee is physically present at the meeting location;
2. A majority of the Board or Committee votes to allow the Trustee to attend by video conference or audio conference;
3. The Trustee wishing to attend by video or audio conference notified the recording secretary before the meeting (unless advance notice is impractical);
4. The Trustee is prevented from physically attending because of:
 - a. Personal illness or disability;
 - b. Employment purposes or the business of the Library;
 - c. Family or other emergency.

Minutes of all meetings shall record whether Trustees were physically present or present by means of video conference or audio conference. The Trustee permitted to participate by video or audio conference will be able to express his or her comments during the meeting and 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.