

## **2.3200 COMPLIANCE WITH OPEN MEETINGS LAW**

Legal References: G.S. 143-318.0, -.9, -.10, -.11, -.12

Cross References: 2.3210 CLOSED SESSIONS

The Board affirms the public policy of this State that hearings, deliberations, and actions of public bodies be conducted openly.

### **A. APPLICABILITY**

All "public bodies" holding official meetings must comply with the requirements of the Open Meetings law in Article 33C of Chapter 143 of the General Statutes. The term "public bodies" includes the Board, any committees of the Board, and, as defined by law, any other committee of two or more members that exercises or is authorized to exercise a legislative, policy-making, quasi-judicial, administrative or advisory function, unless the committee or group is solely comprised of professional staff.

### **B. COMPLIANCE**

The Board Secretary shall provide required notice and record and maintain minutes of all official meetings of the Board, Board committees, or committees appointed by the Board.

1. Notice shall be given in accordance with law for all regularly scheduled meetings, emergency meetings, and any other meetings, such as public hearings, work sessions, electronic meetings, or retreats.

2. Minutes shall be recorded and maintained in accordance with all legal requirements of all official meetings, whether held in open or closed session.

3. Closed Sessions shall be held only when required to permit the Board to act in the public interest and as permitted by law. A motion to go into closed session must be made and adopted in open session in accordance with the requirements of G.S. 143-318.11.