

Government decisions should NOT be made in secret.

Regular and Special Meeting

Public Notice

- 5 working days and 48 hours

Media

- Newspaper, radio, television

ADA

- Compliance with Title II of Americans with Disabilities Act

Special Meeting

- Written notice to each member of agency

Reporting Requirements for Boards and Commissions

Electronic Copies

- Monthly meetings, approved minutes related attachments and addendums no later than 15 days after end of meeting
- Post same on website
- Provide audio recording within 7 days

Minutes

- Audio, minutes should be promptly recorded
- Shall be open to public inspection
- Include record of all motions, proposals and resolutions
- Include all present board members

Penalties and Court Jurisdiction

- Any violation of any section shall be void
- Intentional violation may be a misdemeanor
- No text communications, violates open government

Executive Sessions

Matter of

- poses a threat to the public health, safety or welfare
- employment or dismissal of a public officer or employee

No Salary Discussion

Public Agency

- May exclude from public or private meeting or examination of a witness
- **May not** exclude party, complaint, or the subject of an adverse action
- May hold executive sessions with its staff

Employee - Relations Act

- Legal matters can only be discussed if attorney makes recommendation and complies 5 GCA 8111(c)
- **All voting** must be held in a public meeting, minutes shall be kept open to the public

