
Attendance at Meetings

1201.1 ATTENDANCE AT MEETINGS

To ensure that each meeting has a quorum, or minimum number of attendees to conduct official business, members of the Board of Directors are expected to and shall attend all regular and special meetings of the Board unless there is good cause for absence.

To be counted as present for any meeting, Board members must be present for the duration of the meeting. Board members attending the Board meeting via teleconference or video-conference shall be considered in attendance as long as the Ralph M. Brown Act or any Executive Order requirements are met.

Good cause for absence, including late arrivals or early departures, includes temporary illness or other unavoidable circumstances of which the President of the Board is notified prior to the meeting. Good cause also includes Board authorized meeting absences such as attendance at a conference directly related to the functions and interests of the District or at the meeting of another public agency in order to participate in an official capacity.

A Board Member who will be absent for good cause may notify the President by electronic transmission (email), telephone communication, or letter. The President shall notify the Board Clerk and the Board of all absences that are excused for good cause. The minutes shall indicate whether an absence was excused.

A vacancy shall occur if a Board Member is absent from three (3) consecutive regular meetings without good cause, except as otherwise provided for by law or as authorized by the Board.