



## **OPEN MEETING POLICY**

In accordance with Article 7 of New York State's Public Officer's Law, as well as Education Law Title 1, Article 5, Section 260a, Pioneer Library System's Board of Trustee meetings shall be open to the general public.

Executive sessions may be called as a portion of the open meeting and appropriate business transacted in accordance with Article 7, Section 105 of Public Officers Law.

Minutes of an open meeting will consist of a record or summary of all motions, proposals, resolutions, and any matter formally voted upon and the vote thereon. Minutes of a public meeting will be available two weeks following the date of the meeting.

Regular board meetings are scheduled for the second Wednesday of each month. The Board of Trustees will meet at least eight times each year. Meetings are generally held at the System Headquarters in Canandaigua, NY beginning at 5:00 pm.

Notice of the time and place of each meeting is given to the public and news media at least one week in advance of the meeting.

*Amended: February 10, 2021; March 9, 2016*

*Adopted: February 14, 2001*