



BOARD POLICIES

DIVISION I. Board of Trustees	POLICY NUMBER 1.10.02
CATEGORY 1.10.00 Officers of the Board	DATE Adopted 1982 Revised 5/1993, 10/1994, 4/2015, 9/2019

1.10.02 OFFICERS OF THE BOARD - PRO TEMPORE

Secretary Pro Tempore

If the Secretary is absent from any meeting or refuses to perform his/her duties, a member of the Board of Trustees (Board) shall be appointed Secretary Pro Tempore by the Chairperson of the Board.

All Officers

In the absence of all officers (Chairperson, Vice Chairperson and Secretary), the remaining Board members shall choose a Chairperson Pro Tempore to conduct the meeting. The Chairperson Pro Tempore shall then appoint a Secretary Pro Tempore for the meeting.