

BOARD ORGANIZATIONAL MEETING

In accordance with law, the Board will meet during the first 15 days of January of each year for the purpose of electing a president and vice president from among its membership and taking action on other matters of annual business. The treasurer will canvass the new board prior to December 31 of each year to establish the date of the organizational meeting.

Meeting Procedures

1. The Board will appoint a President pro tempore from its membership.
2. The official swearing-in or administration of the oath to the new members should follow. If the oath has already been taken, it should be stated, it should be stated as to where and when for the board record. If the oath has not been previously taken, the treasurer, any member of the board, or any person qualified to administer an oath may do so.
3. The president pro tempore will then preside over the election and swearing in of a president and vice president.

Method of elections: Officers will be nominated from the floor and will be elected by a majority roll call vote.

4. The newly-elected president and vice president will then be sworn into office and the president will assume the chair.
5. The board will then proceed with items of annual business such as:
 - a. Setting the dates and time of regular Board meetings
 - b. Election of treasurer in those years the treasurer's term expires and establishment of salary
 - c. Appointment of purchasing agent for the current calendar year
 - d. Appointment of annual resolutions to meet legal requirements and/or to expedite business of the district throughout the year including: annual compensation for members of the Board; purchase of liability insurance for Board members; authorization for treasurer to secure advance payment on taxes, if necessary; temporary establishment of appropriation for the current year; establishment of Board service fund; authorization for the treasurer to met obligations from the balance in the general fund and other fund balances until appropriations are established.
 - e. Renewal of OSBA dues
 - f. Upon conclusion of annual business, the board will enter into such regular or special business as appears on the agenda for the meeting.

LEGAL REFS.: ORC 3313.14; 3313.15; 3313.22; 3313.87P 3313.203