

ALPHA PARK PUBLIC LIBRARY DISTRICT POLICIES

Open Meetings Act Policy

The Illinois Open Meetings Act [5 ILCS 120/1.01 et seq.] was enacted to protect the citizens' right to know the actions and reasoning of public body decisions, since the purpose of a public body is to assist the people. The statute fosters open meetings and is construed against closed meetings. The Act is important to local government because it contains the rules and requirements for all meetings, notifications, and for the manner of conducting meetings.

The Act applies to all library boards and any subsidiary bodies including, but not limited to, committees and subcommittees that are supported in part by tax revenues.

The Open Meetings Act defines a meeting as "any gathering of a majority of a quorum" of the members of a public body held for the purpose of meeting to discuss public business, regardless of what communication format is used. For library boards composed of six, seven, or nine members, a majority of a quorum is three members. The majority of a quorum for committees of such boards would be as few as two members.

Accordingly, the Alpha Park Public Library District Board of Trustees is committed to conducting its business in compliance with the Illinois Open Meetings Act. Unless otherwise provided for, all meetings of the Board of Trustees and its committees, whether stated or special, are open to the public.

Closed sessions of all meetings of the Board of Trustees and its committees shall be conducted in compliance with the Illinois Open Meetings Act (5 ILCS 120/2(c))

The compensation of any employee who is covered by the Illinois Municipal Retirement Fund (IMRF), and whose annual total compensation package is \$75,000 or higher, is posted annually on the library's website and in the library building (5 ILCS 120/7.3).

When posting notices of meetings, it is always best to combine the agenda with the posted meeting notice, which shows the time, place, and date of the meeting. This is required in the case of special, rescheduled, or reconvened meetings. It is important that the agenda be as complete as possible. Although the Board may consider any matter legally coming before it in a regular meeting (interpreted by courts as "discussion or debate" but not motion and vote), it may only act on agenda items (listed and labeled in some detail) at regular, special, rescheduled, or reconvened meetings under the Open Meetings Act.

Adopted by the Alpha Park Public Library District Board of Trustees, September 21, 2015.

Revised and adopted by the Alpha Park Public Library District Board of Trustees, October 15, 2018.