

OLDS COLLEGE BOARD OF GOVERNORS BYLAWS

Bylaw Name:	Minutes	Number:	9
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ARTICLE NINE: Minutes

The Minutes of Board meetings shall include a record of reports received or otherwise disposed of together with a record of all motions made and their disposition.

- 9.1 In addition to preparing the Minutes of meetings of the Board, the Board Secretary shall keep a record of all in-camera meetings of the Board as a summary of discussion.
 - 9.2 Minutes of the Board meeting shall be distributed to all Board members as soon as is reasonably practicable following each meeting.
 - 9.3 Minutes of a meeting of the Board not held in camera, when approved, will be posted on the Olds College website and shall be open to the public for examination at the office of the Chief of Staff.
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