10501  **Time and Place of Regular, Special and Emergency Board Meetings**

(1) Regular meetings of the Board shall be held at 6:30 P.M. on the fourth Tuesday of each month at a location designated by the Chair. The time and/or date and/or place of a regular meeting may be changed by vote of a majority of the full membership of the Board.

(2) A working meeting preceding any regular meeting may be called in the same manner as special meetings are called, as provided for in this Policy.

(3) Special meetings of the Board shall be called upon a resolution duly approved by the Board at a Board meeting, or by the Chair of the Board whenever he or she determines that such a meeting is necessary or desirable, or upon petition or consent of a simple majority of the members of the Board to the Chair who shall thereupon call the special meeting. Special meetings shall be held pursuant to advance agenda and advance public notice in the same manner as regular meetings, *provided*, that notice of a special meeting shall be given to members of the Board (and published in the manner described in Board Policy 10503) not less than two days prior to the special meeting and, *provided further*, that the agenda for a special meeting may be transmitted to members of the Board by e-mail or other electronic means, or by hand delivery, not less than 24 hours prior to the special meeting. The agenda may be amended thereafter in any manner and at any time permissible under the Nebraska Open Meetings Act.

(4) Emergency meetings of the Board shall be called only when due to the emergency nature of the matter time does not permit reasonable advance public notice of the meeting. (In this connection, an “emergency” is an event or occasional combination of circumstances that calls for immediate action or remedy; a pressing necessity; exigency; a sudden or unexpected happening; an unforeseen occurrence or condition.) An emergency meeting of the Board shall be called by the Chair of the Board whenever he or she determines that such a meeting is necessary, or upon petition or consent of a simple majority of the members of the Board to the Chair who shall thereupon call the emergency meeting. The nature of the emergency shall be stated in the minutes and any formal action taken in an emergency meeting shall pertain only to the emergency. Emergency meetings may be held by means of electronic or telecommunication equipment. The provisions of Board Policy 10503, pertaining to notification of news media requesting notice of the meetings, shall be complied with in conducting an emergency meeting. If the emergency meeting is to be conducted by electronic or telecommunication equipment, the notification to the news media referred to in Board Policy 10503 shall designate the place the Board shall be participating in the emergency meeting via such electronic or telecommunication equipment.