



# BOARD POLICY

No. 204

MENDOCINO - LAKE COMMUNITY COLLEGE DISTRICT

## BOARD ORGANIZATION

### ORGANIZATIONAL MEETING

The Board of Trustees is required to hold an annual organizational meeting that shall take place on a day within a 15-day period that commences with the first Friday in December in accordance with Ed Code 72000 (2)(A).

### TIME AND PLACE OF MEETINGS

At the annual organizational meeting, the Board of Trustees shall set the time and place for the regular meetings for the following year. A special meeting may be called at any time by the President of the Board or by a majority of the members of the Board. (Brown Act 54946)

### BOARD OFFICERS

At the annual organizational meeting, the Board of Trustees shall elect a President, Vice-President, and Clerk from among its members. The vote shall take place sequentially by officer position. The President shall be elected first, followed by the Vice President, then the Clerk. The Superintendent/President of Mendocino-Lake Community College District shall serve as Secretary to the Board. Elections shall be by an affirmative vote of at least four Board Members and shall not be by secret ballot. [Brown Act 54952.6, 54953(c)]

*Adopted: December 19, 1978*

*Revised: April 7, 1982*

*October 1, 2003*

*September 19, 2007*

*September 14, 2011*