



CHAPTER 1	SECTION NO.
Board of Trustees	1.05
REFERENCE	<i>Adopted: October 12, 2010</i>
1.05.04.02 Review of Closed Session Minutes & Recordings	<i>Reviewed: September 14, 2010</i>
	<i>Revised:</i>

At the first regular Board meeting in February and August, the agenda shall include the authorization for destruction of closed meeting verbatim recordings and review of closed session minutes. The Board will consider authorizing destruction of such verbatim recordings of closed meetings which are eighteen (18) months or older and for which the Board has approved the written closed minutes for such meetings.

The Board will consider whether the need for confidentiality still exists as to the closed session minutes for the past six months. Minutes of closed meetings shall be made available (open) only after the Board determines that it is no longer necessary to keep them confidential. Minutes of closed sessions shall be kept indefinitely.