

Board Policy: 211 – Organizational Meeting

Subject: Board of Trustees
Series 211: Organizational Meeting

The organizational meeting of the Board shall be held at the first regular Board meeting in December as required by law, and the first order of business shall be for the Chair to call the meeting to order. Next in order are approval of minutes and discussion of old business. The last order of business of the old board shall be the declaring of the duly elected candidates to the Board, and the presentation of certificates of election to said individuals. The meeting shall then be adjourned.

The Secretary, acting as temporary Chair, shall then call the meeting of the new Board to order. The first order of business shall be to swear into office any new members unless they have so sworn previously.

In election years the Board will hold separate elections to elect from its membership a Chair and a Vice-Chair. The election process shall be conducted in open forum by first accepting nominations from the membership, with voting being by roll call vote. Since the Board does not practice any rotational system of the board chair or vice chair, any member may nominate, and any member may serve. Upon the election of officers, the temporary Chair (Secretary) will turn the meeting over to the duly elected Chair for continuation of regular business.

Appointments will be made to the Iowa Association of Community College Trustees (IACCT) Board for a Trustee representative and alternate. In addition, the Chair will appoint the audit committee members.

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[Legal Reference \(Code of Iowa\)](#)

Chapter 260C.12, 279.33
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