

BOLINAS COMMUNITY PUBLIC UTILITY DISTRICT

Resolution No. 612

Establishing BCPUD Policy Concerning Public Requests to Amend the Minutes of a Meeting of the BCPUD Board of Directors.

WHEREAS, from time to time the Board of Directors of the BCPUD receives requests from members of the public to amend the minutes of a meeting of the Board of Directors; and

WHEREAS, the Board of Directors of the BCPUD hereby finds that it is in the best interests of the district to have a clear policy stating the requirements applicable to such requests in a form readily available to the public;

THEREFORE, BE IT RESOLVED by the Board of Directors of the BCPUD as follows:

1. All requests to amend the minutes of a BCPUD Board of Directors' meeting must be in writing and must be submitted to the BCPUD for consideration at least fourteen (14) calendar days before the next regularly scheduled BCPUD Board of Directors' meeting.
2. A written request to amend the minutes of a BCPUD Board of Directors' meeting must clearly identify the section of the minutes to be amended and must propose specific alternative language for the Board's consideration, which should be succinct and accurately representative of the actual discussion. The request must also contain a concise explanation of why the minutes should be amended.
3. Persons wishing to review a recording of the minutes of a BCPUD Board of Directors' meeting may do by visiting the BCPUD and obtaining an electronic copy of the minutes on a thumb-drive (persons who do not have a thumb-drive may use a BCPUD thumb-drive, subject to a \$20 deposit which will be refunded when the thumb-drive is returned).
4. The BCPUD will not approve a verbatim transcript of the meeting minutes in lieu of an acceptable succinct and accurate summary of the meeting discussion.
5. The BCPUD Board of Directors will consider a request to amend the minutes of a meeting at the next regularly scheduled meeting following the BCPUD's receipt of the request.

IT IS HEREBY CERTIFIED that this resolution was duly introduced and adopted by the Board

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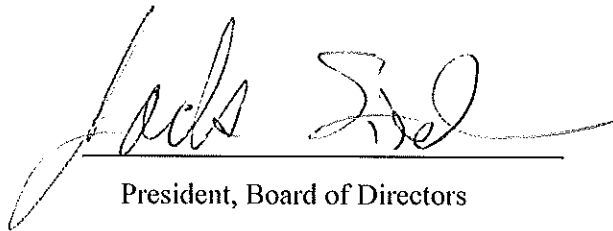
of Directors of the Bolinas Community Public Utility District this 16th day of May, 2012, by the following vote:

AYES: AMOROSO, BENDER, KIMBALL, SIEDMAN

NOES: NONE

ABSTAIN: NONE

ABSENT: SMITH



President, Board of Directors

attest:



secretary