

## AGENDA PREPARATION AND DISSEMINATION

Agendas will be prepared by the College President and the Board President for regular meetings and also for special meetings if necessary. Agendas will be made available.

See following page for procedure.

Adopted January 26, 1989  
Reformatted April 29, 2010

## AGENDA PREPARATION AND DISSEMINATION

Agendas will be prepared by the College President and the Board President for regular meetings and also for special meetings, if necessary.

The agenda for all regular meetings shall be mailed/delivered to all Board members, Board attorney, administrators, and the news media at least 72 hours prior to the meeting under the direction of the College President. Any person attending a regular meeting will be given an agenda upon request.

Additions/deletions to the agenda for a meeting may be made by a majority vote of the Board members present.

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