

Annual and Organizational Meetings

At or before the first regular meeting following the canvass of votes during odd-numbered years or at the annual meeting held after August 31st during even-numbered years, the Board of Directors shall conduct the annual organizational meeting. Notice of the meeting's place and time will be given by the Board Secretary according to the Code of Iowa.

The purpose of the annual meeting is to transfer Board related materials and responsibility from the outgoing Board to the new Board. The organizational meeting of the Board will be held in two parts: the annual meeting of the outgoing Board and the organizational meeting of the new Board. During the annual meeting of odd-numbered years, the Board will review election results and the Board Secretary will present the county auditor's official report on the latest elections. Official results are recorded in the minutes. In addition, financial highlights from the preceding year will be shared. The meeting of the retiring Board will adjourn.

At the second organizational and regular meeting of the Board, the Board Secretary, as President Pro-Tem, will preside over the meeting until a new Board President is elected. During this meeting, the Board Secretary will administer the oath of office to the new members. Once the new members are qualified, the Board Secretary will call for nominations for the election of a President of the Board; nominations need not be seconded. The Board will then vote on the nominations. The Board Secretary will announce the results of the vote and administer the oath of office to the newly-elected President who will hold office for one year. The newly elected President will call for nominations for the election of a Vice-President of the Board; nominations need not be seconded. The Board will then vote on the nominations. The Board Secretary will announce the results of the vote and administer the oath of office to the newly elected Vice-President who will hold office for one year. Once elected, the President and Vice-President will be entitled to vote on all matters before the Board.

Legal Reference: Iowa Code §§ 274.2; 275.23A; 277
281 I.A.C 12.3

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