

PRELIMINARY TEST QUESTIONS

1. How many days notice required for regular meeting? _____
*Special meeting? _____
*Emergency meeting? _____

2. Is an agenda required as part of the notice? _____
*What should the agenda include? _____

3. Is the notice/agenda required to be posted on Internet? _____ When? _____

4. Can the DAA require a sign in sheet at meeting? _____
*Require a member of the public to identify himself in order to participate? _____

5. How many Directors are needed for a quorum? _____
*If the Board has a couple of vacancies, does the number change? _____

6. What is a meeting? _____
*What is a serial meeting? _____
*What is the impact of social and electronic media, cell phones, emails, tweets, on B-K?

7. Can you add items to an agenda after notice has been given and there is less than 10 days before the meeting? _____

8. Are you required to keep minutes of meetings? _____ Committee meetings? _____
*If yes, what is legally required to be in the minutes? _____
*Closed sessions? _____
*Should the minutes of regular meetings and closed sessions be treated differently? _____

9. If action by the Board is taken in violation of the BKA, what is the legal effect? _____
*Are there remedies? _____
*Is it a crime for the individual board members to violate the BKA? _____

10. Assuming that the DAA has a full complement of Directors and there are 10 chairs up front for those presiding over a public meeting, who sits in the 10th chair? _____