



Policy Number:	3050
Policy Title:	Recording of Meetings

Board Meetings may be tape recorded and the tapes may be used in the preparation of the minutes. If tapes are used, the tapes shall be kept for one month after the minutes have been approved and shall then be erased. Closed sessions shall not be tape recorded unless a request to record a particular session is made by the General Manager or any Director, and is approved by the majority of the Board, which shall also determine storage and custodial requirements of the tapes when approving said request.