

**EDEN TOWNSHIP HEALTHCARE DISTRICT  
BOARD OF DIRECTORS'  
MEETINGS AND PUBLIC INFORMATION POLICIES**

**ETHD 302**

**SUBJECT: PUBLIC DISTRIBUTION OF AGENDA PACKET**

**POLICY:** For the purpose of public distribution of the agenda packet prior to a Board of Directors' meeting, the packet will consist of the agenda for the forthcoming meeting, the minutes of the previous meeting, and any attachments listed on the agenda.

**PURPOSE:** To provide copies of public documents within a reasonable time and for a reasonable cost.

Other documents become public when discussed at the Board meeting. The Board recognizes that sufficient time must be afforded the public to consider such documents.

**POLICY GUIDELINES:**

- The agenda packet will be posted on the District's website. The cost of a hard copy agenda packet will be the sum of five dollars (\$5.00). The hard copy agenda packet can be picked up in the District's offices or by special arrangement of the District's Executive Assistant.
- Requests for additional information will follow the policy on Request for Copies of Public Records.

**APPROVED BY THE BOARD OF DIRECTORS**

\_\_\_\_\_  
Lester Friedman (Date)  
Chair, Board of Directors

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Roxann Lewis (Date)  
Secretary, Board of Directors

Reviewed: October 11, 1989  
February 10, 1993  
March 23, 1994  
February 8, 1995  
March 13, 1996  
June 11, 1997  
May 27, 1998  
July 28, 1999  
April 15, 2015

Revised: April 15, 2015