

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

ETHD 305

SUBJECT: NOTICE FOR MEETINGS

POLICY: Eden Township Healthcare District shall give mailed or emailed notice of every regular meeting, and any special meeting called at least one week prior to the date set for that meeting, to any person filing a written request for notice with the District office.

Eden Township Healthcare District may give notice as it deems practical for special meetings called less than seven days prior to the date set for that meeting.

POLICY GUIDELINES:

- Validity of Written Request: Written requests may be valid for one year from the date received unless a renewal request is filed.

APPROVED BY THE BOARD OF DIRECTORS

Lester Friedman (Date)
Chair, Board of Directors

Roxann Lewis (Date)
Secretary, Board of Directors

Revised: 6/11/97
5/27/98
7/28/99
04/15/15

Reviewed: 04/15/15