

**CITY OF GREENWOOD BOARD OF AVIATION COMMISSIONERS**

**RESOLUTION 2019-01 AUTHORIZING, ON A LIMITED BASIS, COMMISSIONERS  
TO PARTICIPATE IN MEETINGS BY REMOTE ATTENDANCE**

WHEREAS, IND. CODE § 5-14-1.5-3.6, authorizes aviation departments organized under IND. CODE § 8-22 to adopt a policy authorizing a member to participate in a meeting of the governing body by electronic communication;

WHEREAS, the Greenwood Board of Aviation Commissioners ("BOAC") has discussed the matter of whether to authorize commissioners to participate in meetings by remote attendance in situations where a commissioner is unable to attend the meeting in person, and

WHEREAS, believing that authorizing such remote attendance on a limited basis will be beneficial for BOAC's effective operation;

NOW, THEREFORE, BE IT RESOLVED by the Board as follows:

1. Commissioners will be responsible to attend all meetings unless the member's absence is unavoidable, in which case such absence shall be excused. To be eligible for an excused absence, commissioners shall, unless prevented by unavoidable circumstances, notify the BOAC's President or Clerk of their anticipated absence prior to the meeting. Prior notification shall also be provided for anticipated tardiness.

2. Commissioners shall be authorized to participate in regular and special BOAC meetings by remote attendance under the following limitations/conditions:

i) As allowed under these rules, a Commissioner may participate from a remote location by telephone, or other form of electronic device that produces a reliable audible connection between the Commissioner and the BOAC meeting and allows to simultaneously communicate with each other during the meeting. The Commissioner planning to participate by remote attendance shall notify the BOAC President, Airport Manager, or BOAC's recording secretary of their intention to participate remotely as soon as possible before the start of meeting.

ii) Any Commissioner participating by remote attendance shall be available for the entire meeting, including any public hearings and executive sessions. Participation in less than the entire meeting remotely shall require approval of a majority of the BOAC.

iii) Commissioners participating through remote attendance may participate and vote as though physically present at the meeting.

iv) The Commissioner participating by remote attendance must be able to hear the proceedings at the location of the meeting. Commissioners, staff, and others in attendance at the meeting must be able to hear the Commissioner participating remotely.

v) If problems with the connection occur and are not able to be resolved in a reasonable amount of time, as determined by the BOAC President or other presiding officer, the remote participation shall terminate.

vi) The BOAC President, or other presiding officer, shall announce a Commissioner's remote attendance for the record.

vii) No more than two Commissioners may participate in the same meeting by remote attendance.


viii) Any Commissioner participating through remote attendance shall have a copy of the meeting agenda available to them. Where possible, any exhibits to be presented during the meeting shall be transmitted electronically to the Commissioner prior to the meeting.

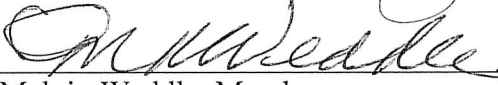
3. This Resolution shall be in full force and effect as of April 11, 2019.


Adopted this 11 day of April, 2019.

GREENWOOD BOARD OF AVIATION COMMISSIONERS

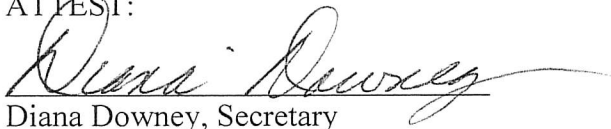
  
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Scott Hines, President

  
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Cora Steinmetz, Vice-President

  
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Melvin Weddle, Member

  
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Jordan Jackson, Member

ATTEST:

  
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Diana Downey, Secretary