

CHAPTER 2

BOARD OF TRUSTEES

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1-2-1: ELECTION-FUNCTIONS. The Board of Trustees, consisting of six members, shall be elected to office for a four year term, according to the method provided by statute. This Board shall be the Legislative Department of the Village government and shall perform such duties and have such powers as may be delegated by statute to it.

1-2-2: OATH-SALARY. The members of the Board of Trustees shall take the oath of office prescribed by statute. Effective upon the commencement of their respective terms of office following April 30, 1997, each Trustee shall receive a salary of Twenty Dollars (\$20.00) per meeting until April 30, 2007. Effective upon the commencement of their respective terms of office following April 30, 2005, each Trustee shall receive a salary of Forty Dollars (\$40.00) per meeting. Effective upon the commencement of their respective terms of office following April 30, 2017, each Trustee shall receive a salary of \$1,440 per fiscal year, to be paid in increments of \$360 per quarter on August 1, November 1, February 1, and May 1.

1-2-3: MEETINGS.

[1996 AMENDMENT]

- A. A regular meeting of the Committee of the Whole of the President and Board of Trustees of the Village of Holiday Hills shall be held at 7:00 p.m. on the first Monday of each month and its regular monthly meeting of the President and Board of Trustees shall be held at 7:00 p.m. on the third Monday of each month and no other notice of such meetings shall be required except as required by the Illinois Open Meetings Act.
- B. The place of said meetings shall be at the Village of Holiday Hills Village Hall at 1304 Sunset Drive, Holiday Hills, Illinois.

C. Special meetings may be called by the President of the Village or any three trustees upon at least forty-eight (48) hours notice to all members and the President. Public notice shall be given by posting a copy of the notice of meeting at the building in which the meeting is to be held at least forty-eight (48) hours prior to the meeting and also at the Village Hall.

1-2-4: PRESIDENT. The Village President shall be the presiding officer of all regular and special meetings of the Board of Trustees and at all times when the Board meets as a committee of the whole.

1-2-5: ORDER OF BUSINESS. The order of business of the Board of Trustees of the Village shall be as follows:

1. Roll Call.
2. Minutes of the preceding meeting.
3. Communications, resolutions, ordinances and bills.
4. Reports of officers.
5. Reports of committees.
6. Other business.
7. Adjournment.

1-2-6: RESCINDED ACTION. No vote or action of the Board of Trustees shall be rescinded at any special meeting of the Board of Trustees unless there are present at such special meeting as many members of the Board of Trustees as were present at the meeting when such vote or action was taken, as provided by statute.

1-2-7: RESOLUTIONS. Any resolutions submitted to the Board of Trustees shall be reduced to writing before being voted upon on request of any two members of the Board.

1-2-8: SUSPENSION OF RULES. The rules of order, other than those prescribed by statute, may be suspended at any time by the consent of a majority of the members present at any meeting.

1-2-9: ROBERT'S RULES OF ORDER. Robert's Rules of Order shall govern the deliberations of the Board of Trustees except when in conflict with any of the foregoing rules or statutes of the State of Illinois.

1-2-10: QUORUM. A majority of the Corporate Authority constitutes a quorum to do business, but no ordinance shall be passed except upon the favorable vote of a majority of the elected members, as provided by statute.

1-2-11: COMMITTEES. The following shall be the standing committees of the Board of Trustees:

1. Finance.
2. Community Relations.
3. Planning and Development.

4. Environmental.
5. Buildings and Grounds.
6. Village Codes.

Special Committees shall be created from time to time as directed by the Board of Trustees.

All standing and special committees shall consist of a minimum of three members each, including the chairman and assistant chairman. All committees shall be appointed by the President. The chairman shall select committee members with the advice and consent of the Board of Trustees. At least one member of each Committee shall also be a member of the Board of Trustees. The remaining members of each Committee need not, but may, be members of the Board of Trustees. The Chairman of each Committee shall be a member of the Board of Trustees.

Any trustee may act as an ex-officio member of any standing or special committee.

1-2-12: DISTURBING MEETINGS. It shall be unlawful for any person to disturb any meeting of the Board of Trustees or any committee thereof.

1-2-13: RULES FOR PARTICIPATION IN MEETINGS VIA ELECTRONIC MEANS: Members of any public body of the Village, including but not limited to members of the Village Board, may participate in meetings via electronic means, provided no such participation in such meetings shall occur via such means unless in compliance with the following rules:

- A. Purpose: The purpose of these rules is to prescribe rules for the participation by members of a public body of the Village in meetings of such public body in accordance with the Illinois Open Meetings Act when such meeting is conducted wholly or partially via electronic means. These rules for participation in meetings by members of any public body of the Village via electronic means are intended to be consistent with and supplement the Illinois Open Meetings Act.
- B. Minutes of Meetings: Minutes of the public body of the Village shall reflect and record whether the members were physically present or present by means of video or audio conference.
- C. Limitations on Participation in Meetings Via Electronic Means: The following rules shall apply for the participation in any meeting at which any member of a public body of the Village is participating through the use of audio, video, or other electronic conference means:
 1. If a quorum of the members of the public body of the Village is physically present as required by the Illinois Open Meetings Act, a member of that body may attend the meeting by other means if the member is prevented

from physically attending because of: (a) personal illness or disability, (b) employment purposes or the business of the public body, or (c) a family or other emergency. "Other means", for the purposes of this Chapter, shall mean attendance by video, audio, or other electronic means.

2. A quorum of members of a public body of the Village must be physically present at the location of an open meeting. A quorum of members of a public body of the Village must also be physically present at the location of a closed meeting. Other members who are not physically present at any open or closed meeting of such a public body may participate in the meeting by other means consistent with the Rules set forth in this Chapter and the Illinois Open Meetings Act.
 3. If a member of a public body of the Village wishes to attend a meeting by other means, the member must notify the recording secretary or clerk of the public body before the meeting, unless such advance notice is impractical.
 4. At the commencement of any such meeting of a public body of the Village, the presiding officer shall announce such method of attendance of those participating by other means to the public and the reason.
 5. If the presiding officer of a public body of the Village attends the meeting through the use of other means, he or she shall vacate the chair and a duly elected or appointed temporary chair who is physically present shall preside.
 6. When one or more members of a public body attend a meeting of such public body via other means, all votes shall be by roll call.
 7. No more than two (2) members of a public body of the Village may attend a meeting through the use of other means at the same remote location.
 8. When other means are used to allow a member of a public body to participate in a meeting without being physically present, each time a member using such other means wishes to speak, such member shall endeavor to identify himself or herself by name and be recognized by the presiding officer before speaking.
 9. The Village staff or consultants of the Village are authorized to participate in the proceedings of any public body of the Village by other means.
- D. Member(s) Considered Present: Any member of a public body of the Village shall be considered present wherein the member is present by other means wherein voices are received by any location. [2006 AMENDMENT]