

PUBLIC MEETING POLICY

Purposes of the Policy

Section 1. Policy. As a public office in the State of Ohio, the Community Improvement Corporation of the City of Dublin, Ohio (the “CIC”) is subject to the Ohio Open Meetings Act as provided in Ohio Revised Code Section 121.22 (the “Act”). It is the policy of the CIC to strictly adhere to the Act.

Section 2. Public Meetings. It is the policy of the CIC that, as required by law, the CIC shall hold meetings that are open to the public. Unless the CIC has moved into executive session following the process outlined below, the CIC will take official action and conduct all deliberations upon official business only in open meetings where the public may attend and observe. The CIC will take full and accurate minutes of all meetings and make these minutes available to the public, except in the case of permissible executive sessions.

Section 3. Notice of Meetings. The CIC will provide advance notice to the public indicating when and where each meeting will take place. Notice of regular meetings will be provided on the CIC’s website, and local media will be provided with a schedule of said meetings at the beginning of each calendar year. As of the date of this policy, said website page is located at: <https://www.econdev.dublinohiousa.gov/DublinCIC>

Notice of special meetings will be provided twenty-four (24) hours in advance by a telephone call or email to local media. The notice will advise of all topics to be discussed at the special meeting.

Section 4. Executive Sessions. Executive Sessions are closed-door sessions convened by the CIC, after a roll call vote, and attended by only the members of the CIC and persons it invites. No vote will take place during any executive session, except for a vote to exit the executive session. The CIC may move into executive session only for purposes allowed by Ohio law, some of which are set forth below. The CIC will use the following procedure to convene an executive session:

- A. After convening a meeting at which a quorum is present, a motion shall be made and seconded to move into executive session, and said motion shall state the purpose for the executive session;
- B. A roll call vote on the motion shall occur, and a majority of the quorum present shall support the motion, and
- C. The minutes of the meeting shall include the purpose for executive session and the names of those who voted for and against it.
- D. Allowable reasons for the executive sessions include those listed in the Ohio Revised Code and specifically include the following, as paraphrased:

- (1) ORC 1724.11(A)-(B): To consider any financial and proprietary information, including trade secrets, submitted by or on behalf of an entity to the community improvement corporation in connection with the relocation, location, expansion, improvement, or preservation of the business of that entity and (2) Any other information submitted by or on behalf of an entity to the community improvement corporation in connection with the relocation, location, expansion, improvement, or preservation of the business of that entity held or kept by the community improvement corporation, until the entity commits in writing to proceed with the relocation, location, expansion, improvement, or preservation of its business
- (2) ORC 121.22(G)(1): To consider the employment, dismissal, discipline, compensation or other action relating to a public employee, and
- (3) ORC 121.22(G)(2): To consider the purchase or sale of property for public purposes.

Section 4. Application of Law. Notwithstanding the existence of this policy, the CIC hereby informs the public that it shall comply with the requirements of the Ohio Open Meetings Act, including, but not limited to, Section 121.22 of the Ohio Revised Code, and that the provisions of the Act, and any amendments thereto, supersede and take precedence over this policy. The CIC retains the right to amend this policy at any time in accordance with the Act.