

**ORDINANCE NO. 83-5**

**ORDINANCE ESTABLISHING MEETINGS FOR THE VILLAGE BOARD**

**BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF CHAPIN, MORGAN COUNTY, ILLINOIS:**

**SECTION 1:** That the Village Board, its President, Clerk and Water Superintendent shall meet at 7:00 P.M. in the Chapin Municipal Hall, Chapin, Illinois, on the first Wednesday of each month for the purpose of conducting the business of the Village. No other notice of the regular meetings shall be provided.

**SECTION 2:** That the President, or any three trustees, may call a special meeting of the Board by providing notice to all Board Members by delivering to the residence of each Board Member and the President, Clerk and Water Superintendent written notice of the time and place of such meeting at least 24 hours and not more than 144 hours prior to such special meeting. Any matter that could be considered at a regular meeting can be considered at a special meeting.

**SECTION 3:** All meetings shall be conducted in accordance with the Illinois Open Meetings Act.

**SECTION 4:** All meetings shall be conducted by the President or acting President in accordance with the most current edition of Robert's Rules of Order, a copy of which shall be available from the Clerk.

**SECTION 5:** Notice of regular meetings shall be given by publishing this Ordinance in a regularly published paper of general circulation in the first week of January each year. Notice of special meetings shall be given by posting a copy of the notice of said meeting 24 hours in advance of said meeting at the Chapin Municipal Hall and at three other prominent places within the said Village.

PASSED this 1st day of June, 1983.

Shudall Staake

Village President

ATTEST:

John William

Village Clerk

(SEAL)



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