

B. BOARD MEETING CANCELLED OR RESCHEDULED



File Cancelled/Rescheduled Notice in Epicenter when a Board Meeting is Cancelled or Rescheduled

The Open Meeting Act states that, “For a rescheduled regular or a special meeting of a public body, a public notice stating the date, time, and place of the regular meeting shall be posted at least 18 hours before the meeting”.

When a regularly scheduled Board Meeting is cancelled or rescheduled upload a cancelled/rescheduled notice into Epicenter.

In Document Center, the Board Meetings - Cancelled/Rescheduled Notification can be located under the Entity Type Board.