

**ORDINANCE NO. 2012 – 03**

**AN ORDINANCE PERMITTING TRUSTEES TO ATTEND  
BOARD MEETINGS BY REMOTE PARTICIPATION**

**WHEREAS**, the Warrenville Fire Protection District (“the District”) is a fire protection district duly organized pursuant to the laws of the State of Illinois; and

**WHEREAS**, the Board has full power to pass all necessary ordinances, rules, and regulations for the proper management and conduct of the business of the District for carrying into effect the objects for which the District was formed (70 ILCS 705/6); and

**WHEREAS**, the Illinois General Assembly has enacted the Open Meetings Act (5 ILCS 120/7) (“OMA”) to ensure that the actions of public bodies be taken openly and that their deliberations be conducted openly and the Board strives to always conduct its business in strict accordance with the OMA; and

**WHEREAS**, the Board deems it necessary and in the best interests of the District and its residents to adopt a policy that would permit members of the Board of Trustees to lawfully participate in board meetings by remote participation as set forth in the OMA.

**NOW, THEREFORE, Be it Ordained** by the Board of Trustees of the Warrenville Fire Protection District, DuPage County, Illinois, as follows:

**Section One:** The Board of Trustees finds it necessary and proper to allow its members to participate in Board meetings by use of remote participation as set forth in the regulations established in Exhibit “A”.

**Section Two:** If any section, paragraph or provisions of this Ordinance shall be held invalid or unenforceable for any reason, such invalidity or unenforceability shall not affect any of the remaining provisions of this Ordinance.

**Section Three:** This Ordinance shall be in full force and effect upon its date of signing.

STATE OF ILLINOIS        )  
                                      )  
COUNTY OF DUPAGE        )        **SS**

**SECRETARY'S CERTIFICATE**

I, DENNIS L. ROGERS, SR., the duly qualified and Acting Secretary of the Board of Trustees of the Warrenville Fire Protection District, DuPage County, Illinois, do hereby certify that attached hereto is a true and correct copy of an Ordinance entitled:

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which Ordinance was duly adopted by said Board of Trustees at a special meeting held on the 6<sup>th</sup> day of July, 2012.

I do further certify that a quorum of said Board of Trustees was present at said meeting, and that the Board complied with all requirements of the Illinois Open Meetings Act.

**IN WITNESS WHEREOF**, I have hereunto set my hand this 6<sup>th</sup> day of July, 2012.

  
\_\_\_\_\_  
Acting Secretary, Board of Trustees  
Warrenville Fire Protection District

## **REMOTE ATTENDANCE AT BOARD MEETINGS**

### **EXHIBIT A**

A trustee, or key District staff member or advisor, may attend a properly convened open or closed meeting as permitted by Section 7 of the Illinois Open Meetings Act (5 ILCS 120/7) in accordance with the following rules.

a. **RULES STATEMENT**

Any member of the Board of Trustees (Board) may attend any open or closed meeting of the Board via electronic means (such as by telephone, video or internet connection) provided that such attendance is in compliance with these rules and any applicable laws.

b. **PREREQUISITES**

A trustee may attend a Board meeting electronically if the trustee meets the following conditions: a quorum of the Board is physically present at the location of the meeting throughout the meeting; and, a majority of the trustees present at the meeting site votes to approve the electronic attendance at the meeting.

c. **PRODEDURE**

a) The trustee should notify the District Fire Chief or Administrative Assistant at least forty-eight (48) hours before the meeting, unless impractical, so that necessary communications equipment can be arranged. Inability to make the necessary technical arrangements for the necessary communications equipment will result in denial of a request for electronic attendance.

b) The trustee seeking to attend the meeting remotely must assert one of the following three reasons why he or she is unable to physically attend the meeting:

(i) he or she cannot attend because of personal illness or disability; or (ii) he or she cannot attend because of employment purposes or the business of the Warrenville Fire Protection District; or (iii) he or she cannot attend because of a

unless otherwise noted.

g. **RIGHTS OF REMOTE ATTENDEE**

A trustee permitted to attend electronically will be able to express his or her comments during the meeting and participate in the same capacity as those trustees physically present, subject to all general meeting guidelines and procedures previously adopted and adhered to. The trustee attending electronically shall be heard, considered, and counted as to any vote taken. Accordingly, the name of any member attending electronically shall be called during any vote taken, and his or her vote counted and recorded by the Secretary, assisted by the Administrative Assistant as needed, and placed in the minutes for the corresponding meeting. A trustee attending electronically may leave a meeting and return as in the case of any trustee, provided the trustee attending electronically shall announce his or her leaving and returning. The minutes shall reflect the departure and return of a trustee, whether physically present at the meeting site or attending the meeting remotely.

h. **COMMITTEES AND SUB-COMMITTEES**

These rules shall apply to all committees and sub-committees established by authority of the Board of Trustees.

i. **REMOTE ATTENDANCE BY KEY DISTRICT STAFF AND ADVISORS**

These rules for remote attendance by a trustee shall also apply to key District Staff members, including but not limited to the District Fire Chief, Assistant Fire Chief(s), attorney and other Board advisors and consultants.