

**Board of Trustees**

**BP 2310 REGULAR MEETINGS OF THE BOARD**

**References:**

Education Code Section 72000(d);  
Government Code Sections 54952.2, 54953 et seq., and 54961

The Board shall meet regularly the third Tuesday of each month at 6:30 p.m. unless otherwise required by law on the next succeeding day. Regular meetings of the Board shall normally be held at the District Office, 7600 Dublin Boulevard, 3<sup>rd</sup> Floor, Dublin, CA 94568. On occasion, meetings of the Board are also held in the Board Room of the Administration Building at Chabot College and/or at Las Positas College. However, meetings of the Board may be held at other locations within the Chabot-Las Positas Community College District, high school districts, or unified districts served by the District as determined by the Board. An annual calendar of meetings is posted on the District's website.

A notice identifying the location, date, and time of each regular meeting of the Board shall be posted at least ten (10) days prior to the meeting and shall remain posted until the day and time of the meeting. All regular meetings of the Board shall be held within the boundaries of the District except in cases where the Board is meeting with another local agency or is meeting with its attorney to discuss pending litigation if the attorney's office is outside the District.

In addition to regular meetings, the Board may hold adjourned meetings from time to time as it stipulates. The Board may also hold announced study meetings. These meetings will usually be held on the first Tuesday of the month. It is not expected that any decisions will be forthcoming from the study meetings.

All meetings of the Board shall be open to the public, be accessible to persons with disabilities, and comply with Brown Act provisions, except as otherwise required or permitted by law. Minutes of the open meetings shall be taken and after approval by the Board shall be open to public inspection during normal business hours.

Notice of every regular meeting, and of any special meeting, which is called at least one week previous to the date set for the meeting, shall be mailed to any owner of property located within the District subject to the following conditions:

1. A written request must be filed with the secretary of the governing Board and shall be valid for one year from the date it is filed, unless a renewal request is filed.
2. Renewal requests for notice must be filed within ninety (90) days after January 1 of each year.
3. Any request for notice or renewal request must contain a description of the property owned by the person filing said request. Such description may be in general terms but shall be sufficient enough to readily identify such property.
4. There shall be an annual charge of \$25.00 for supplying this service, payable in advance.

Also see BP/AP 2340 titled Agendas

---

**Date Adopted:** April 16, 2013

*(This new policy replaces CLPCCD Policies 7010 and 7013)*