

## CLOSED SESSION MEETINGS

Meetings of the Town Board shall be held publicly and open to all citizens at all times, except as provided by state law.

The Board may convene in closed session upon majority vote of the Board with each vote recorded in the minutes. The Chair must announce the nature of the business to be discussed, and the specific exemption of statute 19.85 which authorizes the closed session to be called. No business may be taken up at any closed session except that which relates to matter contained in the announcement of the closed session.<sup>1</sup>

Discussion and comment covered in closed session shall not be discussed or commented upon outside of such session, unless the person involved requests an open meeting in accordance with the statutory limitations and requirements. The Board shall not commence an open session, recess into closed session and reconvene into open session within a 12 hour period, unless public notice of such subsequent open session was given at the same time and in the same manner as the public notice of the initial meeting

---

<sup>1</sup> S. 19.85(1)

Approved date: 07/01/04

Revised date: