

RESOLUTION NO. 12-2016

INDIANAPOLIS AIRPORT AUTHORITY

BOARD POLICY ON ELECTRONIC PARTICIPATION IN MEETINGS

**WHEREAS**, the Indianapolis Airport Authority ("IAA") is a municipal corporation organized under Indiana Code § 8-22-3 *et seq.*, with the authority to exercise executive and legislative functions;

**WHEREAS**, Indiana Code § 8-22-3, *et seq.*, permits the IAA's board to adopt rules and procedures and to determine matters of policy regarding internal organization and operations; and

**WHEREAS**, the board of the IAA now desires to adopt a policy that will permit members to participate electronically in public meetings and executive sessions of the board and its committees, as permitted by Indiana Code § 5-14-1.5-3.6.

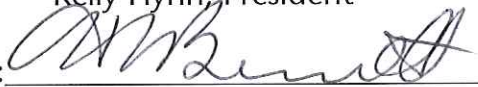
**NOW, THEREFORE**, the IAA board resolves that the policy attached hereto and identified as "Document No. BP-002", is hereby adopted and shall be in full force and effect as of August 19, 2016.

**HEREBY APPROVED** and effective on August 19, 2016, at the regularly convened meeting of the board of the Indianapolis Airport Authority.

INDIANAPOLIS AIRPORT AUTHORITY \*

By:  \_\_\_\_\_

Kelly Flynn, President

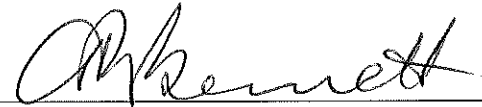
Attest:  \_\_\_\_\_

Alfred R. Bennett, Secretary

\* Signed under authority of IAA Resolution No. 3-2016

**CERTIFICATE OF AUTHENTICITY**

I, Alfred R. Bennett, who serves as Secretary of the board of the Indianapolis Airport Authority, hereby certify that the foregoing document is a true and correct copy of Resolution No. 12-2016, adopted by the board of the Indianapolis Airport Authority on August 19, 2016.

By:   
Alfred R. Bennett, Secretary  
INDIANAPOLIS AIRPORT AUTHORITY



Indianapolis Airport Authority  
BOARD POLICY

Electronic Participation in Meetings  
Under  
IAA Resolution No. 12-2016

## 1.0 PURPOSE & OBJECTIVES

- 1.1 To establish a policy, under IAA Resolution No. 12-2016, that will permit members of the board of the Indianapolis Airport Authority ("IAA") to participate electronically in meetings of the board and committees of the IAA, as permitted by Indiana Code § 5-14-1.5-3.6.

## 2.0 POLICY PROVISIONS

- 2.1 The following policy is hereby adopted by the IAA (the "Policy"):
- 2.1.1 Notwithstanding anything herein to the contrary, electronic participation shall be allowed at public meetings and executive sessions of the board and its committees only when *the greater of* the following are physically present at the designated meeting site of said board or committee, respectively: (i) two of the members; or (ii) one-third of the members.
  - 2.1.2 As required by Indiana Code § 5-14-1.5-3.6(d), each member must physically attend at least one board meeting, as well as one committee meeting (if assigned to same), during each calendar year. Notwithstanding the foregoing, board members are expected to physically attend, at the designated meeting site, at least ten of the monthly board meetings in a given year.
  - 2.1.3 Any board or committee member participating via electronic means can do so by telephone, computer, video conferencing, or any other method of communication that allows for simultaneous communication and is capable of being recorded by members of the public who are physically present at the designated meeting site.
  - 2.1.4 Where at least one member is participating in a board or committee meeting via electronic means, all of the votes must be taken by roll call and the minutes of said meeting must identify how each member voted.
  - 2.1.5 A member appropriately participating in a board or committee meeting via electronic means: (i) is considered present for that meeting; (ii) is counted for quorum purposes; and (iii) may vote at the meeting on all matters. In addition, said member may cast the deciding vote on any matter properly before the board or committee, and shall, and is encouraged to, fully participate in all of the aspects of said meeting.
  - 2.1.6 A member participating in a board or committee meeting via electronic means is not required to do so in a setting that is open to the public.
  - 2.1.7 Any member planning to attend a board or committee meeting via electronic means must first give reasonable prior notice thereof to the board president or



Indianapolis  
Airport  
Authority

**Indianapolis Airport Authority  
BOARD POLICY**  
**Electronic Participation in Meetings  
Under  
IAA Resolution No. 12-2016**

Document Number: **BP-002**

Effective Date: 8/19/2016

Last Revised Date: N/A

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committee chair (as applicable), who, in turn, shall promptly inform the IAA's executive director so that proper arrangements can be made for that member's participation by electronic means. Notwithstanding the foregoing, a member's participation by electronic means may be denied, prior to the commencement of the meeting, by the board president or committee chair (as applicable) in his or her sole judgment or discretion.

- 2.2 As required by Indiana Code § 5-14-1.5-3.6(h), this Policy must be posted on IAA's website after its adoption.
- 2.3 As provided in Indiana Code § 5-14-1.5-3.6(i), nothing in this Policy affects the IAA's right to exclude the public from an executive session of the board or any committee in which a member participates by electronic communication.