SALINA CITY CORPORATION
WORK MEETING
March 10, 2021

COUNCIL AND STAFF PRESENT:

Mayor Jed Maxwell
Newell Hales
Jon Maxwell
Earl Taylor
Cade Hunter
Daniel Viers

Ashlee Larsen, City Recorder
Kathy Maxwell, City Treasurer

VISITORS PRESENT FOR WORK MEETING:
None

Mayor Jed Maxwell called the work meeting to order at 8:51 p.m. at the Salina City Hall.

AGENDA TOPICS:

City Council Training: Mayor Maxwell reviewed the open meeting training test.

1- Name 2 types of closed meetings that DO NOT have to be recorded
2- Name 2 of the five steps that a city council must take to properly hold a closed meeting.
3- What is NOT a step the city council must take to hold a proper open meeting
4- According to the open meetings Act, which gathering of the city council is NOT a meeting.
5- When must a meeting recording be available to the public
6- If meeting minutes have not been formally approved they should be marked with
7- When is a recording of an open meeting NOT required to be kept
8- Which are requirements for written minutes of an open meeting
9- Can the city council discuss an item that isn't on the meeting agenda but is raised during the meeting?
10- Can the city council take final action on an item NOT listed on the meeting agenda?
11- What is NOT a required notice for a proper open meeting.
12- What is not required for a proper recording of a meeting.

Mayor Maxwell and council took the open meeting test, then reviewed the correct answers.

Jon Maxwell:

Earl Taylor

Jon Maxwell

Cade Hunter

Newell Hales

Daniel Viers

Cade Hunter motioned to adjourn the work meeting at 9:12 p.m. The motion was seconded by **Daniel Viers.** Motion carried 5 to 0.

Date 3/24/2021 **Mayor** _____

Date 3/24/2021 **Recorder** Ashlee Larsen