

THE COMMUNITY RENEWABLE ENERGY BOARD
RESOLUTION NO. 21-03

**A RESOLUTION OF THE COMMUNITY RENEWABLE ENERGY BOARD
IMPLEMENTING AUTHORITY TO CONDUCT ELECTRONIC MEETINGS AND
PROVIDING PROCEDURES FOR PARTICIPATION IN ELECTRONIC MEETINGS
OF THE BOARD**

WHEREAS, the Community Renewable Energy Board ("*Board*") met in a special meeting on July 1, 2021, to consider, among other things, implementing authority to conduct electronic meetings and providing procedures for participation in electronic meetings of the Board; and

WHEREAS, the Board believes, it is in the best interest of the Board and its members to conduct telephonic or electronic meetings from time to time to assure that all members of the Board have the opportunity to participate in meetings of the Community Renewal Energy Board regardless of physical location of the individual member of the Board; and

WHEREAS, Utah Code Ann §52-4-207 provides among other things that a public body may not hold an electronic meeting unless the public body has adopted a resolution, rule, or ordinance governing the use of electronic meetings; and

WHEREAS, the Board will have access to adequate facilities to support the conduct of a telephonic or electronic meeting; and

WHEREAS, after careful consideration, the Board has determined that it is in the best interests of the health, safety and welfare of the various communities involved to adopt a resolution to implement authority to conduct electronic meetings and to provide procedures for participation in electronic meetings of the Board.

NOW, THEREFORE, BE IT RESOLVED by the Board that the following be adopted:

ELECTRONIC MEETING:

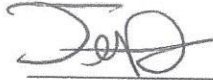
- A. Definitions. The following terms are defined as follows for the purpose of this section:
1. "Anchor Location" means the conference room located in the governmental entity where the Board meeting is being held and where interested persons and the public may attend, monitor, and participate in the open portions of the meeting.

2. "Meeting Administrator" means the Secretary, Deputy Secretary, or another person utilized by the Board specifically assigned and designated to operate the electronic meeting equipment at the anchor location to assure that all members of the Board are continuously able to participate in the electronic meeting and to advise the party conducting the meeting of the initiation, recess, if appropriate, or adjournment of an electronic meeting.
 3. "Electronic Meeting" means a public meeting of the Board convened and conducted by means of a telephonic conference device or other electronic means, allowing each member of the Board to be in contact with the anchor location and participate concurrently with all other members of the Board in the conduct of such meeting.
- B. Electronic Meetings. The Board may convene electronic meetings when necessary pursuant to specific public notice of an electronic meeting by posting written notice of the electronic meeting at the Anchor Location and providing written or electronic notice to the media as otherwise provided by law. Notice of the electronic meeting shall also be provided to each member of the Board at least 24 hours before the meeting, including a description of how members will be connected to the electronic meeting. The notice to members of the Board shall indicate the process including telephone numbers, access codes, internet addresses, etc. in order to connect to the electronic meeting.
- C. Quorum Verification. Before an electronic meeting may be called to order, all members of the Board shall be given an opportunity to participate in the meeting.
- D. Public Attendance. Each electronic meeting shall be convened by the meeting administrator by announcing the parties present at the meeting and by making available to members of the public at the Anchor Location an amplified speaker enabling members of the public to hear the comments of Board members and participate if appropriate.
- E. Conduct of the Meeting. Upon determining that members of the public can adequately hear the comments of all members of the Board and participate if appropriate, the Chair shall formally convene the meeting and take or cause a roll call of those participating. The Chair shall provide opportunity for each matter on the agenda to be presented and discussed, in an order set forth in the agenda, as amended.
- F. Compliance with Law. In all other respects, electronic meetings shall be conducted, recorded, and minutes shall be kept as required by law.

This Resolution assigned Resolution No. 21-03, shall take effect immediately.

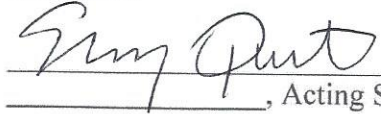
PASSED AND APPROVED this 1st day of July 2021.

**THE COMMUNITY RENEWABLE ENERGY
BOARD**



_____, Acting Chair

ATTEST:



_____, Acting Secretary

