
Sec. 2-552. Organization and rules.

- (a) Four members of the board shall constitute a quorum for the transaction of business.
- (b) From among its members the board biannually shall elect a chairperson and such other officers as it deems necessary.
- (c) The board shall attempt to convene on a regularly scheduled basis at least once each month, and notice of such meeting shall be published in a newspaper of general circulation in the city at least five days in advance thereof. All meetings shall be open to the public, and an agenda for each regular meeting shall be available to the public at city hall 48 hours in advance thereof.
- (d) Special meetings may be called on not less than 24 hours' notice by the chairperson or by written notice signed by four voting members.
- (e) If a member is absent from two of three consecutive meetings without cause and without prior approval of the chairperson, the board may declare the member's office vacant.

(Code 1986, § 24.06(a)—(d), (f))