

MINNESOTA STATE COLLEGES AND UNIVERSITIES

BOARD OF TRUSTEES STUDY SESSION

SEPTEMBER 15, 2010

WELLS FARGO PLACE

ST. PAUL, MN

Trustees Present: Chair Scott Thiss, Duane Benson, Cheryl Dickson, Jacob Englund, Clarence Hightower, Philip Krinkie, Dan McElroy, Alfredo Oliveira, David Paskach, Thomas Renier, Christine Rice, Louise Sundin, James Van Houten and Michael Vekich

Trustees Absent: Christopher Frederick

1. Call to Order

Chair Scott Thiss called the study session to order at 11:40 a.m. and reported that a quorum was present.

2. Open Meeting Law and Robert's Rules

Chair Thiss introduced General Counsel Gail Olson, who provided a brief presentation for new and existing Trustees on the key principles of Open Meeting Law and Robert's Rules.

Due to time constraints, General Counsel Olson briefly reviewed the following key topics of the presentation.

- Purpose of the Open Meeting Law
- Regular, Special and Emergency Meetings
- What Is and What is NOT a Meeting
- Record Keeping and Board Materials
- Meeting Locations
- Meetings by Telephone or Other Electronic Means
- Public Access to Telephone
- Closed Meetings
- Penalties for Violations of the Open Meeting Law
- Parliamentary Tips

A copy of the presentation is available on the Board's Web site at:

<http://www.mnscu.edu/board/materials/2010/sept15/study2-handout.pdf>

3. Adjournment

The meeting was adjourned at 11:55 a.m.

Ingeborg K. Chapin

Secretary to the Board