

RESOLUTION NO. 21-01

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF INDIAN WELLS VALLEY AIRPORT DISTRICT
AMENDING ITS ADMINISTRATIVE CODE REGARDING
THE TIME OF REGULAR MEETINGS OF THE
BOARD OF DIRECTORS**

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF INDIAN WELLS VALLEY AIRPORT DISTRICT as follows:

Section 1. Purpose

This resolution amends the Administrative Code regarding the time of regular meetings of the board of directors.

Section 2. Amendment of Section 2.07

Section 2.07, "Meetings," is amended to read as follows:

"2.07 Meetings

- (a) Regular meetings of the Board shall be held at the Airport Office, located at 1669 Airport Road at the Inyokern Airport, Inyokern, California, or at such other place as determined by the Board upon adjournment or special call.
- (b) The regular meeting of the Board shall be held on the second flex Friday at NAWS China Lake, every other month, at 9:00 a.m. In the event a regular meeting is scheduled on a District holiday, the meeting shall be held on the next business day.
- (c) Special meetings may be called from time to time as provided by the Ralph M. Brown Act (Government Code Section 54950 et seq.)
- (d) Regular meetings and special meetings may be adjourned from time to time as provided by the Ralph M. Brown Act.
- (e) The General Manager shall prepare the agenda for each meeting and present it to the members of the Board prior to the meeting.
 - (1) The agenda for a regular meeting shall be posted at least 72 hours prior to the meeting. The agenda for an adjourned meeting shall be the same as the agenda for the meeting which was adjourned not more than 5 calendar days earlier. If matters are added to the agenda for an adjourned meeting or if the adjourned meeting is held more than 5 days after the adjournment, a new agenda shall be posed at least 72 hours prior to the adjourned meeting. The agenda for a special meeting shall be posted at least 24 hours prior to the meeting.
 - (2) The Board shall act only on matters appearing on the agenda, unless a majority of the Board finds that an emergency situation exists or unless 2/3's of the directors present, or if less than 2/3's are present a unanimous number, authorize an amendment to the agenda because the need to take action arose subsequent to the agenda being posted. The Board shall

receive public comments on matters not appearing on the agenda but shall not act on such matters unless the Board finds an emergency situation exists or the need to take action arose subsequent to the agenda being posted as set forth above.

(3) Any Director may request that an item of business be placed on the agenda for a future meeting.

(f) Following each Board meeting, the Manager shall transcribe the minutes thereof and forward the same to the Board Members for presentation and approval at a following meeting. A full reading of said minutes may be dispensed with by majority vote.

(g) In all matters not otherwise provided for, the proceedings of the Board shall be governed by "Robert's Rules of Order," 1970 Revised Edition. However, no act of the Board shall be invalidated or the legality thereof affected for failure to observe said rules."

Section 3. 2021 Meeting Dates

In 2021, regular meetings of the Board will be held on January 22, March 19, May 28, July 23, September 17, and November 26.

Section 4. Other

Except as provided herein, the Administrative Code is reaffirmed and readopted.

Section 5. Effective Date

This resolution shall take effect upon adoption by the District Board of Directors.

PASSED, APPROVED AND ADOPTED on January 22, 2021.

Jim Paris, President

ATTEST:

Scott Seymour, Secretary

[SEAL]