

641—191.5(135) Meetings.

191.5(1) The advisory body shall establish a meeting schedule on an annual basis to conduct its business. Meetings may be scheduled as business requires, but notice to members must be at least five working days prior to the meeting date. A four-week notice is encouraged to accommodate the schedules of professional members.

191.5(2) Robert's Rules of Order shall govern all meetings.

191.5(3) Action on any issue before the advisory body can only be taken by a majority vote of the entire membership. The advisory body shall maintain information sufficient to indicate the vote of each member present.