



Board of Trustees	1.02
1.02.04 Board Secretary	<i>Adopted: October 12, 2010</i>
	<i>Reviewed: September 14, 2010</i>
	<i>Revised:</i>

The duties of the Secretary shall include but not be limited to the following:

- Attend all meetings of the Board and keep or cause to be kept a full and accurate record of all votes and acts of the Board