



REMOTE ATTENDANCE & PARTICIPATION POLICY (#111)

The Warrenville Public Library District Board of Trustees allows board members to participate from a remote location via audio or video conference for the following reasons, as per statute (5 ILCS 120/7):

- personal illness or disability;
- employment purposes or the business of the public body;
- a family or other emergency;
- unexpected childcare obligations; or
- performance of active military duty as a service member

A request to participate remotely should be given to the Library Director or Board President a minimum of 24 hours in advance of the meeting.

A quorum must be physically present at the meeting's location. Immediately following roll call, the Trustees physically present will vote to authorize the remote attendance. Once remote attendance is authorized, the remote attendee may participate in the meeting. For the purpose of meeting minutes, the remote participant will be counted as present by means of video or audio conference and will have full participation and voting rights.

A Trustee who is absent but does not meet one of the qualifying reasons for remote participation may attend remotely, but may not participate in the meeting. In this situation, the Trustee will not be permitted to participate in any discussions or votes.

Costs incurred by the Trustee for remote participation will not be reimbursed by the Library.

Adopted 1/18/2017 | Revised 1/21/26