

Board Meeting Policy

Regular Meetings

Regular meetings of the Clermont County Board of Elections shall be held as determined by the Board and shall be held at the main offices of the Board of Elections at 76 S. Riverside Drive, Batavia 45103. Public notices of regular meetings shall be posted at the main offices of the Board and shall appear on its website.

Special Meetings

Special meetings of the Clermont County Board of Elections shall be held at such times and places within Clermont County as may be necessary to accomplish the responsibilities of the Board. Public notices of special meetings shall be posted at the main offices of the Board and shall appear on its website. Local media organizations of which the Board is generally aware and all other individuals and organizations who request, in writing, notification of special meetings shall be so notified by email, fax, or phone. No special meeting shall be held without 24-hour prior public notification.

Emergency Meetings

Emergency meetings of the Clermont County Board of Elections shall be held at such times and places within Clermont County as may be necessary to accomplish the responsibilities of the Board. Public notices of emergency meetings shall be posted at the main offices of the Board. Local media organizations of which the Board is generally aware and all other individuals and organizations who request, in writing, notification of special or emergency meetings shall be so notified by email, fax, or phone.

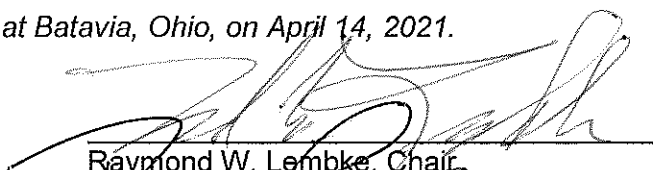
Notification

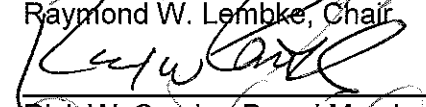
Any person who wishes to obtain notification of meetings of the Clermont County Board of Elections shall submit a written request for such notification to Director of Elections at 76 S. Riverside Drive, Batavia, Ohio 45103, or by email. Such request shall include the name, address, email address, and telephone number of the person making the request and shall be accompanied by a sufficient number of self-addressed stamped envelopes (if requesting notification by mail). Notification shall be made by mailing (or emailing if requested) a copy of the agenda or a notice of the time, place and purpose of the meeting to the person requesting notification, except that in the event of emergency notice of special meeting, such notification will be made by telephone call, email, or fax. The responsibility for keeping the required information current shall be that of the person making the request.

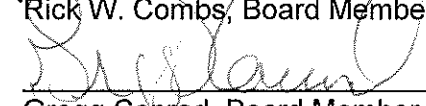
Adopted by the Clermont County Board of Elections at Batavia, Ohio, on April 14, 2021.

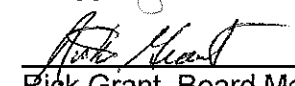
Attest:


Julia B. Carney, Director


Raymond W. Lembke, Chair


Rick W. Combs, Board Member


Gregg Conrad, Board Member


Rick Grant, Board Member