

4731-9-01

**Record of board meetings; recording, filming, and photographing of meetings.**

- (A) The minutes of board meetings, upon approval by the board, shall constitute the official record of its proceedings. Audio recordings of meetings made for the purpose of facilitating the transcription of minutes shall be considered transitory documents. ~~All board meetings shall be open to the public as provided in section 121.22 of the Revised Code.~~
- (B) In order to promote the orderly transaction of business, any party intending to broadcast, televise, record, or photograph any board meeting shall provide written notice of such intent to the board within at least twenty-four hours prior to the scheduled meeting; ~~provided, however, that the~~The board shall not refuse permission to broadcast, televise, record, or photograph a meeting based solely upon a determination that prior written notice was not provided in a timely fashion.
- (C) Board meetings may be broadcast, televised, recorded, or photographed ~~in accordance~~consistent with the following ~~guidelines~~standards:
- (1) The presiding officer of the board or his or her designee shall designate a reasonable location or locations within the meeting room from which ~~the~~ broadcasting, televising, recording, or photographing may take place;
  - (2) ~~The broadcasting~~Broadcasting, televising, recording, or photographic equipment ~~employed~~ used at the board meeting shall be silent, unobtrusive, self-contained, and self-powered so as not to interfere with any individual's ability to hear, see ~~and~~ or participate in the meeting and so as not to interfere with the orderly transaction of board business; and
  - (3) ~~If the~~ The presiding officer or his or her designee may terminate or limit ~~the~~determines that such broadcasting, televising, recording, or photographing if it is determined that it is interfering with the orderly transaction of board business, is inhibiting a participant's presentation to the board, or is interfering with the dignity of the proceedings, ~~the presiding officer or his or her designee may terminate or limit such broadcasting, televising, recording or photographing in accordance with current requirements of law.~~
- (D) For purposes of this rule, the word "record" includes, but is not limited to, the use of a court reporter or similar method to record the meeting via shorthand, machine (stenotype) shorthand, stenomask methods, or a similar method.

Effective: 09/30/2015

Five Year Review (FYR) Dates: 07/01/2015 and 09/30/2020

CERTIFIED ELECTRONICALLY

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Certification

09/11/2015

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Date

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