

3772-2-03 Commission meetings.

(A) All meetings of the commission shall be open meetings under section 121.22 of the Revised Code except as otherwise allowed by law.

(B) Any member of the commission may place an item on a commission agenda for consideration by the entire commission.

(C) At any meeting of the commission, the presence of five members of the commission constitutes a quorum for the transaction of official business.

(D) Any action of the commission may be effected only upon a motion ~~which~~that is considered by the commission and passed with not fewer than four ~~(4)~~ affirmative votes.

(E) Commission matters that are acted upon during a meeting shall be memorialized in the form of a resolution signed by the chairperson or placed in the official minutes of the meeting.

(F) A record of all commission proceedings shall be kept by the executive director, or the designee thereof, and meeting minutes shall be subject to the approval of the commission.