

RULES AND REGULATIONS OF THE STATE BAR OF CALIFORNIA

(Amended by the Board of Governors March 9, 2007.)

Article IV - Meetings of the Board of Governors

Section 3 - Emergency Meetings

An emergency meeting or emergency closed session may be called, or the Board or a Board committee may take action voting by fax poll, **email, or other electronic means**, should an emergency justify such an action. For the purposes of this section “emergency” means a combination of circumstances or the resulting state that calls for immediate action before the next regularly noticed meeting or closed session. Action by ~~fax poll a~~ **vote of the Board or Board committee by fax poll, email, or other electronic means** is appropriate where the subject matter requires no discussion or deliberation and where the same action taken at a regular Board or Board Committee meeting would appear on the consent agenda. A statement of any action taken at an unnoticed meeting or any matter considered at an unnoticed closed session shall be included in the notice required by subdivision (a) of section 2, article 2 of the Rules Governing Open Meetings, Closed Sessions and Records of the Board of Governors, for the next succeeding properly noticed meeting.

**RULES GOVERNING OPEN MEETINGS, CLOSED SESSIONS AND
RECORDS OF THE BOARD OF GOVERNORS**

(Amended by the Board of Governors March 9, 2007.)

Article 2 – Open Meetings

**Section 2 –Notice of Meetings; Inclusion of Agenda; Time; Request for
Notice and Renewal; Annual Charge for Sending**

- (a) The secretary shall give **mailed** notice by email or other electronic means of every regular meeting and any special meeting of the board or board committee which is called, at least ten days prior to the date set for the meeting, to any person who has filed **a an annual** written request for such notice with the secretary. The secretary shall give notice by United States mail only to those who specify in their written request that they wish to receive mailed notice. The secretary shall also make notice available on the Internet. The secretary shall provide notice to each board member and shall make notice available on the Internet at least 48 hours in advance of any special meeting. Any **emailed or** mailed notice shall include or incorporate the specific agenda for the meeting and shall be **mailed sent** at least ten days prior to the date set for the meeting to which it applies, except that the secretary may give such notice as the secretary deems practical of meetings pursuant to section 2 of article 4 of these rules, called less than ten days prior to the date set for the meeting. The agenda need not include a list of any witnesses expected to appear at the meeting, but shall state the specific items of business to be transacted or discussed.

Article 4 - Agendas, Emergency Items and Meetings

Section 2 - Late Added Items; Unnoticed Meetings

The presiding officer may add items to be transacted to the agenda of an open meeting or closed session, or schedule unnoticed meetings or closed sessions, or arrange for the board or a board committee to take action voting by fax poll, email, or other electronic means, should an emergency justify such an action. For purposes of this section “emergency” means a combination of circumstances or the resulting state that calls for immediate action before the next regularly noticed meeting or closed session. Action by ~~fax poll~~ a vote of the Board or Board committee by fax poll, email, or other electronic means is appropriate where the subject matter requires no discussion or deliberation and where the same action taken at a regular Board or Board Committee meeting would appear on the consent agenda. A statement of any action taken at an unnoticed meeting or any matter considered at an unnoticed closed

session shall be included in the notice required by subdivision (a) of section 2, article 2 of the rules, for the next succeeding properly noticed meeting. The subject matter of any item added to the agenda of a properly noticed closed session shall be stated by the presiding officer prior to commencement of the closed session. Nothing in this section shall be construed to require or authorize the disclosure of names or other information, which would constitute an invasion of privacy or otherwise unnecessarily divulge particular facts concerning the closed session.