



Do Not Write in this Space

Town of Uxbridge

Meeting

Cancellation

Board or Commission Library Trustees Director Search Committee
Meeting Date Thursday, September 10, 2015
Place Uxbridge Library
Authorized Signature Mary Jo Bazarian Murray

Time 7:00pm

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- I. Call to Order
 - II. Review of Committee Procedures and Open Meeting Law
 - III. Establish Timeline & Interview Process
 - IV. Adjournment

Meeting Postings:

- * Except in an emergency, a public body must post notice of a meeting at least 48 hours in advance, excluding Saturdays, Sundays and legal holidays.
- * "Emergency" is a sudden, generally unexpected occurrence or set of circumstances demanding immediate action.
- * In an emergency, a public body shall post notice as soon as reasonably possible prior to a meeting.
- * Notice must include date, time and place of meeting.
- * Must include listing of topics the chair reasonably anticipates will be discussed at the meeting.
- * Topics must give enough specificity so that the public will understand what will be discussed.
- * Public Bodies are encouraged to update the notice when aware of new topic within the 48 hour period before the meeting.
- * Chairs should not post notices so far in advance that there is a high likelihood that new topics will arise, unless the chair updates the notice with any such new topics 48 hours in advance of the meeting.