

The clerk of the Board of Trustees shall have such duties as shall be prescribed by the Board. He or she shall attend all meetings of the Board of Trustees, shall keep the record of the proceedings, and shall enter in said record all matters required by law, or by the Board, so to be entered; and said record shall be open to inspection by any person at all reasonable times. The Clerk shall have the care and custody of the records, books, and documents of the Board of Trustees.

When the clerk does not attend a meeting of the Board of Trustees, the Board shall appoint some person who, as temporary clerk, shall keep the record of the proceedings of the Board and certify the same to the clerk, to be entered by him or her.

Whenever in the judgment of the Board of Trustees it is deemed prudent to do so, the clerk may be placed under a fidelity bond, in the manner of section 33-509, in such amount as the Board of Trustees shall determine.



LEGAL REFERENCE:
Idaho Code Sections 33-508

ADOPTED: 9/19/77

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