
Sec. 2-298. Board duties.

- (a) The board shall perform duties including, but not limited to:
- (1) The board shall meet at least bimonthly (six times per year) with the director of the civic center and shall elect a chairperson to preside at its meetings;
 - (2) The board shall prepare minutes of its meetings with assistance from civic center personnel and shall transmit a copy of the same to the mayor, council, city manager and clerk of council;
 - (3) The board shall provide written recommendations to the mayor, council, city manager and clerk of council when deemed necessary by the board concerning the operations and programs of the Liberty Theatre and Cultural Arts Center;
 - (4) The board shall review financial statements of the Liberty Theatre and Cultural Arts Center with a representative from the finance department at least on an annual basis, and the board chair and civic center director or their designees shall report to council on the results of the review;
 - (5) The board shall inspect and conduct site visits to the facilities of the Liberty Theatre and Cultural Arts Center at least quarterly, and the board chair and civic center director or their designees shall report quarterly to council on the results of the site visit;
 - (6) The board shall review the policies and procedures which pertain to the operations of the Liberty Theatre and Cultural Arts Center at least once a year and make any recommendations for amendments as deemed necessary by the board;
 - (7) Perform any other activities or duties as requested by the Columbus Council.
- (b) The seat of any member of the Liberty Theatre and Cultural Arts Center Advisory Board shall be declared vacant if such member misses three consecutive meetings. Any board vacancies shall be filled as provided in section 2-296 of this Code. Notwithstanding any other provision of this Code, any member of the Liberty Theatre and Cultural Arts Center Advisory Board may accept appointment to or continue serving on another board appointed by council