

- **§ 180-3. - Meetings.**

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A.

*Regular meetings.* The regular meetings of the board shall be held at the village municipal center every second and fourth Monday of each month. The time of the regular meetings shall be at 6:00 p.m., unless otherwise posted. When the day for holding any regular meeting is a legal holiday or an election day, or a day the Municipal Center is closed, the date and time of the regular meeting shall be set by the village board at least four weeks prior to the missed meeting.

B.

*Special meetings.* Special meetings may be called as provided by Wis. Stats. § 61.32.

C.

*Adjournments.* Any regular or special meeting may be adjourned by a majority of the members present at a board meeting.

D.

*Meetings shall be public.* All meetings of the board shall be open and public and all its procedures shall be recorded by the clerk or under the clerk's authorization in record books kept for that purpose.

E.

*Call to order.* The village president shall promptly call each meeting of the board to order at the hour fixed for the holding of such meeting. In case of the absence of the village president, the senior trustee shall call the meeting to order and preside over the meeting as president pro tem.

F.

*Attendance; leave of absence.* No member of the board, whose duty it shall be to attend a board meeting, shall absent himself or herself from the meetings of the board without notifying the clerk or deputy clerk.

G.

*Disturbance, how suppressed.* Whenever any disturbance or disorderly conduct shall occur in the board meetings or rooms or halls adjacent thereto, the village president, or other presiding officer of the board, shall have power and authority by and with the aid of the police officer on duty, to cause the meetings, rooms or halls cleared of all persons except members and officers of the board.

H.

*Robert's Rules of Order.* At any time when a question arises which is not covered by these rules, then Robert's Rules of Order shall apply unless otherwise required by ordinance or statute.

I.

*Adding items to the village board agenda.* At each regular meeting of the village board, there shall be placed on the agenda an item titled "Suggested Items for Future Agenda." During this period of the agenda, any board member may request to have an item placed on a future agenda for consideration by the village board. If there are no objections by any member of the body to add the suggested item to a future agenda, the suggested item shall be added by the village president on a future agenda at the next regularly scheduled meeting. If any member of the body objects to the suggested item being placed on a future agenda, that matter will be placed on the next scheduled meeting agenda for consideration whether that item will be placed on the agenda. If the village board votes in the affirmative when the item is considered by the village board to be added to the agenda, the item shall then be placed on the next regular village board meeting for action by the village board.

(Ord. of 4-12-2024; Ord. No. 12-19, 12-10-2012; Ord. No. 18-13, 8-28-2018)