

**RESOLUTION  
OF THE  
LIBRARY BOARD  
OF THE CITY OF HOOVER**  
**TO PROVIDE THAT A NOTIFICATION LIST BE ESTABLISHED TO COMPLY  
WITH THE ALABAMA OPEN MEETINGS LAW AND  
TO ADOPT ROBERT'S RULES OF ORDER**

WHEREAS the Alabama Legislature did pass ACT No. 2005-40 referred to as the "Alabama Open Meetings Act", which requires that all meetings held by a governmental body are to be open to the public with certain exceptions and also provides, if practicable, that a notification process be enacted to provide direct notification of any regular or special meeting to be held by said governmental body to any member of the public or news media registered with that specific governmental body to receive notifications of such meetings; and

WHEREAS, it is the intent of the Library Board to comply with all aspects of this law; and

WHEREAS, there is posted on the bulletin board in the lobby of the Hoover City Hall, 100 Municipal Dr., Hoover, AL, a notice which gives dates and times of all regularly scheduled meetings of the Library Board and which states as follows:

Library Board - 2<sup>nd</sup> Tuesday of each month at 6:00 p.m. - Hoover Library; and

WHEREAS, the Library Board regularly provides notice of its regular and special meetings by posting on such bulletin board and by posting on the website of the Hoover Public Library; and

WHEREAS, it is the intent of the Library Board to adopt Robert's Rules of Order to establish specific rules for the conduct of its meetings, proceedings, and business.

NOW, THEREFORE BE IT HEREBY ORDAINED by the Library Board, in regular meeting duly assembled, a quorum being present as follows:


**Section 1.** There is hereby established an official Notification List for the Library Board.

**Section 2.** Those who desire to be notified of regular or special meetings to be conducted by the Library Board are to contact Ms. Carol Collier, Administrative Assistant by calling (205) 444-7810.


**Section 3.** All notices hereunder shall be sent by electronic mail only. Anyone desiring to be placed on this established notification list for the Library Board shall furnish in writing to the appropriate City representative listed in Section 2 above their full name, and electronic mail (email) address so that notification may be made. The person or corporation requesting such notification is responsible for ensuring that all information furnished to the Library Board for notification purposes is correct and up-to-date. The Library Board is not required and will not provide further notice of a general or special meeting to a person or corporation registered hereunder if a notice sent by electronic mail of such meeting is returned to the Library Board as undeliverable. Furthermore, the Library Board is not required and will not re-verify contact information of a person or corporation requesting such notification in the event that such notice is undeliverable after the first electronic mail attempt.

**Section 4.** Except as otherwise provided herein, the Library Board shall be governed by the rules of procedure set forth in Robert's Rules of Order as revised from time to time.

ADOPTED this the 13<sup>th</sup> day of September, 2005.

  
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President

APPROVED AND ATTESTED BY:

  
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Secretary