**Section 2100.220 Meetings**

a) All meetings of the Board will be held in accordance with the Open Meetings Act [5 ILCS 120].

b) The Board shall meet at least four times each calendar year, with the exact date and place to be designated by the Chairman.

c) Special meetings of the Board may be called at any time by the Chairman or upon written request of any three members, filed with the Executive Director.

d) Notice of any meeting shall be mailed by the Executive Director to each Board member at least five days before the meeting. The notice shall include a proposed agenda.

(Source: Amended at 43 Ill. Reg. 14660, effective December 3, 2019)