

**TOWN OF HOLDEN BEACH
ORDINANCE 15-09**

AN ORDINANCE AMENDING THE HOLDEN BEACH CODE OF ORDINANCES, CHAPTER 30: TOWN GOVERNMENT AND OFFICIALS (§30.17)

BE IT ORDAINED BY the Town BOC of Holden Beach, North Carolina that the Holden Beach Code of Ordinances, Chapter 30: Town Government and Officials (§30.17), be amended as follows:

Section One: Replace Section 30.17 in its entirety to read as follows:

§ 30.17 OFFICIAL RECORD OF PROCEEDINGS REQUIRED

The BOC and all committees and sub-committees thereof, and each of the various commissions, boards, agencies and authorities of the town appointed by or under delegation of the authority of the BOC, and all committees and sub-committees thereof shall (1) make and keep a correct, complete and accurate record of their respective acts and doings, including written communications on which such bodies are required to act, and (2) make and keep an audio or audio-video recording of all public and executive meetings. A copy of the minutes of all meetings of the BOC and of the various commissions, boards, agencies and authorities of the town, together in each case with all agendas, agenda packages and materials presented at such meetings, shall be furnished to the Town Clerk and the Mayor and BOC within a time specified by each body's by-laws approved by the BOC. The town shall maintain all such agendas, agenda packages and other materials, all such minutes, and all such audio and audio-video recording permanently as public records of the town available to the public in accordance with applicable provisions of North Carolina law. Commencing January 1, 2016, the Town Clerk shall cause all agenda, agenda packages, materials, and recordings, except only for any portions thereof that constitute non-public records, to be published and made available on the website of the town.

Section Two: The Town Clerk is directed to forward this ordinance to American Legal Publishing for inclusion in the next published supplement to the Holden Beach Code of Ordinances.

Section Three: This ordinance shall be effective the 17th day of December, 2015.

Adopted this the 16th day of December, 2015.

ATTEST:

J. Alan Holden, Mayor

Heather Finnell, Town Clerk