

Taping of Board Meetings

The Board authorizes the tape recording of its meetings as an aid to the Clerk of the Board in preparing the minutes. The tapes shall be retained for six (6) months after minutes are approved as stipulated by Connecticut State Statutes.

The Board clerk shall be the keeper of the stenographic tapes and will release them to members of the Board and other interested persons in keeping with the requirements of the law.

Legal References: Connecticut State Statutes
1-21a. Recording, broadcasting or photographing meetings.
11-8. Records management program.
11-8a. Retention, destruction, and transfer of documents.
“Records Retention/Disposition Schedules” (Connecticut State Library)

Policy Revised: 10/22/90, 3/20/00