



**COMPTON COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES POLICIES**

BP 2360 Minutes

**Issued: October 20, 2009
Revised: May 17, 2016**

Reference:

Education Code Section 72121(a)
Government Code Section 54957.5

The CEO shall cause minutes to be taken of all meetings of the Board. The minutes shall record all actions taken by the Board. The minutes shall be public records and shall be available to the public. If requested, the minutes shall be made available in appropriate alternative formats so as to be accessible to persons with a disability.

The minutes shall also record the names of board members present, all motions, names of those making and seconding motions, votes, and major discussion points.