

**Resolution of the Academy Board of Directors
Place for Posting and Person to Post Notices**

Academy Name: _____

WHEREAS, the Michigan Open Meetings Act requires a public school academy to provide notice of a public meeting in the respective principal office of said public school academy or if the public body does not have a principal office, post a public notice in the office of the county clerk in which the public body serves; and

WHEREAS, the Michigan Open Meetings Act requires the public school academy to designate a person responsible for implementing the public notice requirements and formally appoint the individual at a board meeting.

BE IT RESOLVED, that _____,
the principal office of the academy, is the designated place for posting of notices for the Academy Board of Directors.

BE IT FURTHER RESOLVED, that the _____, is designated as the person for the Posting of Notices for the Academy Board of Directors.

Secretary's Certification:

I certify that the foregoing resolution was duly adopted by the Academy Board of Directors at a properly noticed open meeting held on the _____ day of _____, 20____, at which a quorum was present.

By:

Board Secretary

Date: _____

Notes & Instructions

1. **Open Meetings Act – [MCL 15.264 part d](#):** If a public body does not have a principal office, the required public notice for a local public body shall be posted in the office of the county clerk in which the public body serves and the required public noticed for a state public body shall be posted in the office of the secretary of state.*

* Upon further discussion, in December 2009, with the Center's legal counsel, the posting is not required to be posted in the secretary of state; these lines of the resolution were removed.