

## Chapter 2 - Board of Trustees

### AP 2365 Recording

#### References:

Government Code Sections 6250 and 54953.5

The President's Office is responsible for maintaining audio recordings of Board Meetings, excluding closed sessions. ~~When the Board of Trustees approves the minutes for the audio recorded meeting, the tapes from that meeting are erased.~~ **In the event that a recording of an open and public Board Meeting is made, video recordings shall be maintained for at least 30 days and audio recordings shall be maintained for at least three years following the taping and recording. Any persons requesting a copy of such recording shall make the request to the President's Office. The requesting party shall provide a flash drive for the production of any Board Meeting recording request. The President's Office shall have two working days to process such requests.**

The **Any** audio recordings of meetings are available to the public and the news media in accordance with the California Public Records Act, Government Code Sections ~~6250~~ **7920.000 et seq.** ~~until the Board of Trustees approves the minutes for that specific meeting.~~

Reviewed: May 14, 2013

Reviewed: December 6, 2014

Reviewed: June 9, 2015

Reviewed: August 17, 2016