

#### 19.10.045 Commission teleconferencing.

A. The use of teleconferencing by historic district commission members at meetings is for the convenience of government officials and the public. Teleconference participation by the historic district commission members is authorized by AS [44.62.310\(a\)](#) and [44.62.312](#). While physical presence of the historic district commission members is the preferred method of participation at meetings, the historic district commission members are allowed to participate at historic district commission meetings in the following manner:

1. A member of the historic district commission may participate by telephone in a commission meeting. If the chair chooses to participate by telephone, the vice chair shall preside.
2. Each member of the historic district commission may attend a maximum of four (4), two (2) consecutive, commission meetings by teleconference during the twelve (12) month period commencing January 1 of each year.
3. No more than two (2) members of the historic district commission may participate by telephone at any one meeting.
4. A minimum of forty-eight (48) hours' notice shall be given to the clerk regarding telephonic participation in a particular meeting.
5. A member of the historic district commission attending a meeting by telephone shall count toward a quorum if at least two (2) members are physically present for the meeting.
6. A member of the historic district commission participating by telephone shall be counted as present for purposes of discussion, voting and attendance.
7. The meeting packet is loaded on the municipal website and a member participating by telephone shall review all materials provided. The member shall provide the telephone number and any available facsimile, email, or other document transmission service to the clerk and to the extent reasonably practicable, the clerk shall provide backup materials to members participating by telephone.
8. A member participating by telephone shall make every effort to participate in the entire meeting. From time to time during the meeting the presiding officer shall confirm the connection.
9. The clerk shall provide the member participating by telephone with the municipality's conferencing number. At the meeting, the clerk shall establish the telephone connection when the call to order is imminent. If the telephone connection cannot be made or is made then lost, the meeting shall commence or continue as scheduled and the clerk shall attempt to establish or restore the connection.
10. Meeting times shall be expressed in Alaska time regardless of the time at the location of any member participating by telephone.

B. Cost of teleconference participation. Any member of the historic district commission who participates by telephone shall not be charged for any telephone costs associated with the teleconference participation.

(Ord. 13-02, Amended, 01/17/2013; Ord. 12-21, Added, 10/18/2012)