

**Coast Community College District**  
**BOARD POLICY**  
Chapter 2  
Board of Trustees

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**BP 2365 Recording of Board Meetings**

**References:**

Government Code Sections 54953.5  
Education Code Section 72121(a)

The open, public portion of every Board meeting shall be audio recorded for the purpose of facilitating the production of the meeting minutes. The audio recording shall be subject to inspection by members of the public in accordance with the California Public Records Act, Government Code Sections 6250, et seq. The Secretary of the Board is directed to ensure that any such recordings are maintained for 30 days following the audio recording or until such time that the minutes for the respective meeting were approved, whichever is later, after which time the recording shall be deleted.

Persons attending an open and public meeting of the Board may, at their own expense, record the proceedings with an audio, video, or still camera or recorder. However, if the Board finds by a majority vote that the recording cannot continue without noise, illumination, or obstruction of view that constitutes or would constitute a persistent disruption of the proceedings, the President of the Board or a majority of the Board shall direct such recording to cease.

Adopted February 5, 2003  
Renumbered from CCCD Policy 010-2-11  
Revised March 19, 2014  
Revised March 21, 2018