

Superseded
5/16/93

**TITLE 108
PROCEDURAL RULE
WEST VIRGINIA LENDING AND CREDIT RATE BOARD**

**SERIES 1
OPEN MEETINGS REGULATIONS FOR THE WEST VIRGINIA
LENDING AND CREDIT RATE BOARD**

§108-1-1. General.

1.1. Scope. -- These regulations establish general rules pertaining to regular meetings, special meetings and emergency meetings of the West Virginia Lending and Credit Rate Board.

1.2. Authority. -- W. Va. Code §6-9A-3

1.3. Filing Date. -- December 2, 1981

1.4. Effective Date. -- January 2, 1982

§108-1-2.

2.1. Regular meetings. -- The regular meetings of the West Virginia Lending and Credit Rate Board shall be held on the first Tuesday of the months of March, June, September and December. If the first Tuesday of one of the aforementioned months is a legal holiday, then the regular meeting shall be held on the first Wednesday of that month. The time and place of all regular meetings shall be determined by the Board. Notice of the time and place of all regular meetings shall be filed in the office of the Secretary of State not less than ten (10) nor more than thirty (30) days prior to the date fixed.

2.2. Special meetings. -- Special meetings of the West Virginia Lending and Credit Rate Board shall be called by the chairperson or upon the request of at least five (5) members of the Board. Notice of the time, place and purpose of all special meetings shall be filed in the office of the Secretary of State not less than ten (10) nor more than thirty (30) days prior to the date fixed.

2.3. Emergency meetings. -- In the event of an emergency requiring immediate official action by the West Virginia Lending and Credit Rate Board, an emergency meeting of the Board shall be called by the

chairperson or upon the request of at least three (3) members of the Board. Notice of the time, place and purpose of such an emergency meeting need not be filed in the office of the Secretary of State.

2.4. Quorum. -- Five (5) of the members of the West Virginia Lending and Credit Rate Board shall constitute a quorum and a majority vote of the quorum shall be necessary to pass upon all matters that come before the Board.

2.5. Agenda. -- The chairperson of the West Virginia Lending and Credit Rate Board is responsible for preparing the agenda for each meeting of the Board. For regular and special meetings of the Board, all communications, requests, reports and other items must be received in the Commissioner of Banking's office at least thirty (30) days prior to the Board meeting for which they are proposed for the agenda. Persons who are not members of the Board or its staff may, with the prior approval of the chairperson of the Board, address the Board on such topics and for a period of time as authorized by the chairperson of the Board; Provided, That such oral presentations are accompanied by a written statement. With the approval of the chairperson or the Board, the written statement requirement may be waived.

2.6. Visitors and observers. -- Visitors and observers at Board meetings shall be seated in an area designated by the chairperson of the West Virginia Lending and Credit Rate Board. The number of persons to be admitted shall be determined by the chairperson in accordance with available facilities.

2.7. Minutes. -- Following each Board meeting, the chairperson shall provide a draft set of minutes to members of the Board. The draft minutes shall be on the agenda for action at the next meeting of the Board.