**Section 515.130 Meetings**

a) *The* *SRC* *shall meet at least 4 times per year at times and places designated by the chairperson upon 10 days written notice to the members.* A schedule of these meetings shall be developed so that public notice of the dates, times, and locations of the regularly scheduled meetings will be posted at the beginning of the calendar year at appropriate DHS administrative offices. Copies of the public notice will also be provided to news media upon written or oral request.

b) *Special meetings may be called by the chairperson or 7 members of the Council upon 7 days written notice to the other members.* Public notice of the date, time, location and agenda of any special meeting will be posted at appropriate DHS administrative offices at least 24 hours in advance of the meeting and in accordance with Sections 2.02 and 2.03 of the Open Meetings Act [5 ILCS 120/2.02 and 2.03].

c) *Nine* *members shall constitute a quorum*. [20 ILCS 5/5-550]

d) Meetings shall be open to the public, except that meetings or portions of meetings may, upon a majority vote of a quorum present, be declared closed, in accordance with Sections 2 and 2a of the Open Meetings Act [5 ILCS 120/2 and 2a].

e) The proceedings of meetings may be recorded in accordance with Section 2.05 of the Open Meetings Act [5 ILCS 120/2.05], which allows any person to record a meeting required to be open unless a witness testifying before the Council refuses to testify on the basis that his or her testimony will be broadcast or televised or that motion pictures will be taken during testimony. If such refusal occurs, recording shall be prohibited.

(Source: Amended at 24 Ill. Reg. 6399, effective March 31, 2000)