



## Ohio Administrative Code

### Rule 011-1-04 Officers; participation of members; minutes.

Effective: August 15, 2011

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The apportionment board shall, by majority vote, elect a chair and a vice-chair. The board shall also elect, by majority vote, a secretary of the board, who does not have to be a member. The vice-chair shall assume the duties of the chair when the chair is unable to attend the meeting. Each member shall be entitled to participate in all voting and debates, regardless of position held on the apportionment board.

Minutes of each meeting of the apportionment board shall be maintained by a court reporter chosen by the board by majority vote. Such minutes shall be circulated among the members and adopted by majority vote at a subsequent meeting of the board. Upon any member's request, a transcript shall be provided upon completion and verification.

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