



## MASON COUNTY FIRE DISTRICT #4

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TITLE: MEETINGS - AGENDA

CHAPTER: 1000 NUMBER: 1190 DATE: \_\_\_\_\_

APPROVED: \_\_\_\_\_ Brett Bishop, Chair

1. POLICY:

The District Secretary shall be responsible for preparing the agenda for each meeting, including items requested by board members. Copies of the agenda, minutes of the previous meeting and relevant supplementary information will be delivered to each fire commissioner and will be available to any interested citizen at the district secretary's office prior to the meeting.