

**HOUSING COMMISSION OF  
CRYSTAL BAY TOWNSHIP  
LAKE COUNTY, MINNESOTA**

**RESOLUTION OF Housing Commission  
RESOLUTION NO. 4.14.26**

**RESOLUTION**

The Housing Commission of Crystal Bay Township (the "Commission") finds that it is necessary to conduct some or all of its meetings remotely as a cost saving and convenience producing measure. Further it finds that it is necessary to adopt a uniform policy to ensure compliance with the Minnesota Open Meeting Law

NOW, THEREFORE, BE IT RESOLVED, the Commission hereby resolves to adopt the remote attendance policy attached as Exhibit A to this resolution.

Dated: 4.14.2026

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## **Exhibit A – Remote Attendance Policy**

**Subd. 1. Requirements for a Remote Meeting.** The Housing Commission of Crystal Bay Township (the “Commission”) may conduct any of its meetings by or partially by remote interactive technology so long as the following conditions are met:

- (1) all members of the Commission participating in the meeting, whether physically or via remote interactive technology, can hear all discussion and testimony;
- (2) members of the public present at the regular meeting location of the entity can hear all discussion and all votes of members of the entity and participate in testimony;
- (3) at least one member of the entity is physically present at the regular meeting location;
- (4) all votes are conducted by roll call, so each member's vote on each issue can be identified and recorded; and
- (5) any meeting which uses remote interactive technology shall allow a person to monitor the meeting electronically from a remote location.

**Subd. 2. Notice Requirements.** For any meeting using remote interactive technology, the Commission shall:

- (1) provide notice of the regular meeting location, of the fact that some members may participate by interactive technology, and of the provisions of subdivision 1;
- (2) provide information as to how to join the meeting via remote interactive technology;
- (3) post the notice described in this subdivision on the website at least ten (10) days prior to the meeting; and
- (4) comply with the requirements of Minn. Stat. § 13D.04.

All those in favor:

All those opposed:

  
Board Chair - Sarah Mayer


Board Chair Sarah Mayer

  
Vice Chair - B.J. Kohlstedt

Vice Chair B.J. Kohlstedt

Secretary - Colby Abazs

Secretary - Colby Abazs

  
Commission Member- Charlotte Hughes

Commission Member- Charlotte Hughes

  
Commission Member- Honor Schauland

Commission Member- Honor Schauland

  
Commission Member- Rachel Clark

Commission Member- Rachel Clark

Commission Member- Michael Miller

Commission Member- Michael Miller

Abstentions: \_\_\_\_\_


Enacted by the Commission on 4.14.2026.

  
Sarah Mayer Commission Chair

The Resolution

Passes

Fails

Attested by:   
Stacy Breden - Town Clerk  
date: 4.14.26

**ORIGINAL  
APPROVED**

