



Summer Village of Sunrise Beach

Administrative Policy

Number	Title			
A-ADM-INF-1	Dissemination of Information to the Public			
Approval	Originally Approved		Last Revised	
(CAO initials)	Resolution No:	95-19	Resolution No:	
	Date:	July 25, 2019	Date:	

Purpose

To provide confidentiality guidelines to Council and staff.

Policy Statement

1. Summer Village Minutes, By-laws, and Financial Statements are considered to be public property. The charge for copies of these documents for the public shall be \$1.00 per page.
2. All information other than that contained in the Minutes, By-laws, and Financial Statements (i.e. Summer Village business, salaries of individual employees, and personnel matters) shall be confidential.
3. Copies of all Minutes and Bylaws shall be posted to the Summer Village's website.
4. Although Summer Village policies, as contained in the Policy Manual, are considered to be public knowledge, all comments regarding these policies shall be restricted to the Mayor, Councilors and the Chief Administrative Officer.

Legal References:

Cross References:

Revisions:

Resolution Number	MM/DD/YY