1. Approve Minutes of November 5, 2015, Meeting

2. Respond to Open Meetings Advisory Opinion Request

   **OMAO 2016-01**

   The **City Manager for the City of Morgantown asks:**
   
   (1) In computing periods of time for purposes of the Open Meetings Act, what is the effect of a half-day holiday?

   (2) If a half-day is counted as a day for purposes of complying with the Open Meetings Act notice requirements, must the agenda or notice be posted before the close of business on that day?

   (3) If an agenda is posted 72 hours prior to a meeting, does that satisfy the requirement that a meeting agenda must be posted three business days prior to a meeting?

3. Motion to Adjourn