

**POLICY NO. 20-030**

**REVISION DATE: MAY 23<sup>RD</sup>, 2006**

**SUBJECT: ATTENDANCE OF MEMBERS OR OTHERS AT BOARD OF DIRECTOR MEETINGS**

**I. PURPOSE**

To establish the rules and procedures for attendance of members or other person (s) at the Board of Director Meetings.

**II. POLICY CONTENT**

- A. A "Board of Director Meeting Attendance Request" form shall be completed and submitted to the General Manager or the Board President to be placed on the agenda. Attendance at a board meeting shall be limited to consideration of the specific matter (s) which the requesting person has set forth in writing. Under no circumstances will physical proximity impair or interfere with the conduct of the meeting.
- B. The board reserves the right to exclude persons from the meeting at any time to insure objectivity and freedom from prejudice or coercion. The specific matter (s) will be heard in total and questions may be asked during the presentation. The board will not discuss, respond or take action while the person is present. After due deliberation, the Board of Directors will inform the person as to their disposition regarding the case.

**RESPONSIBILITY**

The Board of Directors and the General Manager are responsible for the implementation of and compliance with this policy.

**ATTESTING:**

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
President

\_\_\_\_\_  
Date