

BOARD MEETINGS

I. OBJECTIVE

To establish a regular meeting date for the Board and to set forth the guidelines for conduct of the meeting.

II. POLICY

- A. Board meetings will be open to members. A member's comment period will be provided for on the agenda for members desiring to address the Board on matters of business that are appropriate to a Board meeting. Generally, members' comments are limited to three minutes, but may be extended by a majority vote of the Board.
- B. Active participation in Board meetings will be limited to directors, GVEA's President & CEO, staff, those persons named in the agenda for the meeting and those invited to participate at the meeting.
- C. The Board may go into executive session only in those instances specified in Policy 2.5.
- D. **Meetings of the Board meetings will be conducted in accordance with *Robert's Rules of Order Newly Revised*, 12th ed.**
- E. Regular Board meetings will not exceed four hours unless extended by a super majority (5 of 7) vote of the board.
- F. The Board may reschedule regular monthly meetings or schedule additional regular or special meetings.
- G. Board minutes will be entered in the Minutes Book after approval at the following regular board meeting.
- H. The approved Board meeting minutes will be posted on the GVEA webpage (www.gvea.com).
- I. Regular Meeting:
A regular meeting of the Board is set for the fourth Tuesday of each month at a time set by the Chairman.
- J. Special Meeting:
Special meetings of the Board may be called by the Chairman of the Board or by any three directors.

III. RESPONSIBILITY

- A. It will be the responsibility of the Chairman of the Board or, in their absence, the Vice Chairman, to conduct the meetings in accordance with the *Robert's Rules of Order Newly Revised, 12th ed.*
- B. The Chairman of the Board, in coordination with the President & CEO, will be responsible for preparing the agenda.

ADOPTED: April 15, 1987
AMENDED: March 22, 2021