

Policy Number	020-M-2007
Policy Group	Membership
Policy Name	Member Attendance at Board Meetings
Date of Origin	June 2007
Date Amended	May 2010
Date Reviewed	November 2013, September 2014

PURPOSE To provide members a mechanism for attendance at Board Meetings.

SCOPE Members

POLICY STATEMENT SUN members shall have the opportunity to request attendance at a Board Meeting.

PROCEDURE

Observers at Board of Directors meeting:

- a) Shall be SUN members in good standing and submit notice to the President of their intention to attend at least twenty-four (24) hours prior to the meetings.
- b) May be limited due to space available in meeting rooms.
- c) Shall not be granted a vote in discussions.
- d) May address any issue before the Board.
- e) Must attend at their own expense and arrange their own accommodation.
- f) May be excluded by a $\frac{2}{3}$ vote of the Board of Directors from any portion of the meeting that is deemed confidential.

SUN members wishing to address the SUN Board of Directors shall, at least three (3) weeks in advance of scheduled meeting, submit to the President, a written request to be placed on the agenda. Confirmation to the member shall be provided at least seven (7) days prior to the Board of Directors meeting. Expenses incurred by such members will be their own responsibility.

Guidelines for the Chair at Board Meetings with Observers

- a) Board members are notified of the attendance of observer(s) including name(s) and local(s) at the start of the meeting, or earlier if possible.

The Regional Representative/Base Hospital Representatives will be notified prior to the meeting, or as soon as possible.

- b) The President shall introduce all Board members.
- c) Policy 020-M-2007 shall be read.
- d) Once all Board members wishing to address the issue have done so (recognizing this does not end the Board's debate) the Chair will ask for comments from the observer(s).
- e) If debate follows, a speaker's list is kept.
- f) The agenda will be available prior to the meeting, if requested in writing.