



<b>Policy Number</b>	022-B-2009
<b>Policy Group</b>	Board of Directors
<b>Policy Name</b>	Consent Agenda
<b>Date of Origin</b>	July 2009
<b>Date Amended</b>	
<b>Date Reviewed</b>	October 2011, November 2013, October 2015, November 2017, December 2019

**PURPOSE** To ensure important matters are dealt with at board meetings.

**SCOPE** Board of Directors

**POLICY STATEMENT** SUN Board of Directors will utilize a consent agenda for meetings to free time for important matters by dispensing quickly with routine matters.

**PROCEDURE** Routine items which shall make up the consent agenda are:

- past minutes of board meetings
- action taken from previous board meetings
- corrections to previous minutes
- minutes of officers meetings, other items for information only
- region reports
- committee minutes that require no approval of recommendations

The tentative agenda including those items identified for the consent agenda shall be circulated to Board members in advance of the meeting.

If a Board member wants an item removed from the consent agenda, they shall notify the Chairperson during review of the Agenda.