



Policy Number	022-B-2009
Policy Group	Board of Directors
Policy Name	Consent Agenda
Date of Origin	07-2009
Date Amended	
Date Reviewed	10-2023, 11-2022, 11-2021

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

SCOPE Board of Directors

POLICY STATEMENT The Board of Directors will utilize a consent agenda for meetings to free up 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
- 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.

APPROVED