

**PROCEDURE FOR ADDRESSING THE
BOARD OF DIRECTORS
AT A DULY CALLED
BOARD OF DIRECTORS MEETING**

Hunters Ridge Members will be allowed to address the Board of Directors during a meeting utilizing the following guidelines:

- 1. If a member wishes to speak during a Board meeting, they must first be recognized by the Chair.**
- 2. Only questions regarding items on the agenda will be allowed, and must be on the question currently being discussed by the Board.**
- 3. Each member wishing to speak must first state their name and address and then they will be allowed two (2) minutes to address the Board. The Secretary will keep time and will announce when the allotted time is over. If that is not enough time to clearly state your position, you may submit, three days in advance of the meeting, written material explaining your position to the Board and why more time is requested.**
- 4. The Board, at its discretion, may defer a response to a later meeting, or may answer it at the time.**
- 5. No rude behavior will be tolerated. Comments must be respectful. No interruptions will be allowed when a member is speaking.**
- 6. If you wish to have an item placed on the agenda for discussion, it must be submitted in writing or by email to the Board President or General Manager three (3) days prior to the scheduled meeting. Once received, the Board will then determine whether such request will be placed on the Agenda for the next meeting or deferred for further discussion.**

By following these procedures, the Board feels that members will be able to not only participate proactively in the discussions, but that the Board can get its business completed without undue interference.