

Club Hall Meeting Procedures

These procedures and guidelines are to help ensure an orderly avenue of communication between all members and the board of directors. All members should have the ability to email or write or even contact any board member with an issue or a problem. The board member should then pass this information to the appropriate person or bring that information to the attention of all board members to discuss at a board meeting. Subjects discussed within this years sessions that were concluded shall not be repeated until a new board is elected. Repetitive topics will be grouped together.

All town hall meetings shall take place at a day and time as determined by the board of directors. Make sure the clubhouse is always available and is on the clubhouse schedule. Notice should be listed on board at the entrance, weekly activity sheets, website and an email notice should be sent to all members. This information should include how to participate.

To participate in a town hall meeting you must be an eligible voting member in good standing. Members must contact the office by phone or email to announce that they would like to speak at the meeting. They must provide name, member number and a topic. Any topic is okay except discussions on specific members, workers or individuals. Personal attack on any one individual person will not be tolerated. You may discuss any policies or rules that cause problems. A list of all members wanting to speak will be made in the order they are received.

At the meeting each member will be called and may speak up to 3 minutes about any chosen topic. The President of the board will moderate and respond to each topic. No decisions will be made at these meetings. These meetings are for informational purposes only. The board will take all recommendations under advisement. The board will give a progress report at the following meeting. No interruptions from the audience will be allowed while someone is speaking. The punishment will be determined by the President and may include removal from the building. A member of the security staff will be present. There will be a time limit of 1 ½ hours. At the start of each meeting the President of the board will give a short report responding to topics that were not completed at the previous meeting. Board of director's titles and names should be displayed directly in front of each board member.