

Glass Club Lake, Inc.

Open Forum Guidelines

In an effort to provide a more open atmosphere and discourage interruptions to the Board of Directors meetings, in June 2012, the Glass Club Lake, Inc. Board of Directors agreed to include an "Open Forum" to the monthly meetings.

During the Board of Directors meeting, please respect that members may attend and observe the meeting but may not participate in the Board's deliberations or votes. Once a motion and second has been made on an item of business, the president, with the approval of the board, may invite comments from the members in the audience. Once comments have been received, discussion can be closed and action taken on the matter.

What is an Open Forum?

During the "Open Forum" portion of the meeting, members can ask questions or address issues with the Board of Directors, but directors are limited in how they can answer them. Board members may not discuss any item not on the agenda except to:

- Briefly respond to statements made or questions posed by a person speaking at a meeting;
- Ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities, whether in response to questions posed by a member of the association or based upon his or her own initiative.

There is no limit on the number of topics that may be addressed during "Open Forum", although:

Time Limitations. A 15 minute time limit for the "Open Forum" allows the board to attend to the regularly scheduled business of the club. Otherwise if left open-ended the "Open Forum" could run for hours and prevent the board from discussing and voting the business issues scheduled on the agenda.

Time Allocation. Members participating in the "Open Forum" portion of the meeting are limited to 3-minutes per speaker. If several members wish to address a common subject, it is encouraged that one person is appointed to present the group's views, this allows for other items and members to have the opportunity to present their subject in the "Open Forum."

Disruptive Behavior. The right to address the board does not give members the right to shout, use profanity or make obscene or threatening remarks. Members who engage in such behavior may be asked to leave the meeting; additionally the meeting may be adjourned to another time and/or location without the disruptive person.