



Mulchin' & Growin' since 1975

## **UPDATED BOARD MEETING PARTICIPATION POLICIES**

Commencing with the October 12, 2021, board meeting, members who desire either singularly or as a spokesperson for a group of concerned members will have an opportunity to submit, one week in advance, a request to speak at the next board meeting describing the subject matter they wish to address, in as much detail as possible. The Board of Directors will confirm receipt of the request and allocate time at the ensuing board meeting whereby the member can orally follow up on the written request.

Requests should be e-mailed to the Board of Directors using this address: [admin@wattlesfarm.com](mailto:admin@wattlesfarm.com); in the alternative, or in addition to, requests can be placed in the designated lock box on the Wattles Farm Tool Shed, one (1) week prior to the next scheduled board meeting. Members should submit their written requests in the form attached to this Memorandum. Additional copies of the form will be available at the Lock Box.

Reasonable efforts will be made to accommodate all requests for each board meeting; however, if the number of requests is excessive for any meeting, some matters may be deferred to a subsequent meeting. The board will use its best efforts to ensure that the requests are allocated in the order received; however, if a particular matter is deemed by the board to be urgent, it may be placed on the board agenda out of order.

At the board meeting, the requesting member will have three (3) minutes of floor to elaborate on their issue. In the board's discretion, this time could be extended, not to exceed five (5) minutes. However, in order to accommodate all requests, the three (3) limit limitation will be strictly enforced. Any response or action taken by the board in response to the member's request will be communicated in a timely manner.

Additionally, in order to further the policy of access for all, if multiple members have substantially the same issue they wish to address, they should appoint an individual spokesperson to attend the meeting on their behalf. If attending as an individual spokesperson on behalf of a group of members, please list all members you are representing, and have each of them initial their authorization for you to do so on the Request form.



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**It is your board's intention and sincere hope that this method will give all members equal and adequate time to bring matters to the board's attention so that they may be addressed in a timely manner.**

**Should any member have questions about this policy, please direct them to the board as a whole, or any individual board member.**

**We are looking forward to a prosperous year at Wattles Farm and hope you all are enjoying our beautiful weather.**

**Thank you,**

**Your Board of Directors**



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**BOARD MEETING PARTICIPATION REQUEST**

**Date of Board Meeting:** \_\_\_\_\_

**Name of Member:** \_\_\_\_\_

**Plot Number:** \_\_\_\_\_

**Subject to be Addressed:** \_\_\_\_\_

**Please attach any necessary materials to support your request, or provide additional detail, as necessary.**

**If attending on behalf of a group of Members, please list all members and have each Member initial their authorization below:**

<b>Name</b>	<b>Initials</b>	<b>Plot No.</b>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____