

Information Procedures for Meetings

Emailed to members August 6, 2018 for
Annual Meeting September 16, 2018

For all WoodRidge meetings and in an effort to inform members about significant issues so they can better prepare to participate in discussions and votes about POA issues, the board is implementing the following procedures.

For all subjects on the agenda and for any subject to be addressed during the open forum that are of legal, administrative, regulatory, technical in nature, etc. the presenter must provide appropriate information in writing to the board a minimum of fourteen (14) days prior to the meeting.

The board will examine the information for completeness.

If the information provided is satisfactory, the board will send out the information to all members prior to the meeting and may ask the presenter to provide hard copies for the meeting.

If the information provided is insufficient, the board will contact the presenter and ask for clarification documentation. The clarification must be provided back to the board a minimum of seven (7) days prior to the meeting. This process will continue in order to provide the best information to the members, but the cutoff date for final receipt of proper information to be provided to the board is at 9 a.m. four (4) days before the meeting.

If the proper information is not provided in sufficient time, the subject will not be addressed during the meeting.

These new procedures, as outlined above, will be discussed at the September Annual Meeting so they can be put into place.