

NOTICE OF MEETINGS AND WORKSHOPS

I. OBJECTIVE

To establish rules for noticing regular and special meetings, and Board workshops.

II. POLICY

- A. It is the policy of GVEA that members be notified in advance, when possible, of all regular and special meetings of the Board so that members can attend the meetings, if they desire.
- B. Notice of regular meetings of the Board will be given by publication in the *Fairbanks Daily News-Miner* at least two business days preceding the regular meeting and by posting at least two business days prior to the meeting on the bulletin boards and doors of the main and division offices, on the GVEA web page (www.gvea.com), on GVEA's blog, and other social media as appropriate.
- C. **Notice of the time, place and purpose of any special meeting of the Board will be delivered personally to each director by telephone, or other means approved by the Board, not less than twenty-four (24) hours previous thereto by or at the direction of the Secretary of the Board, or upon a default in duty by the Secretary of the Board, by or at the direction of the Chair of the Board or the directors calling the meeting.** If a special meeting is called, notice of the meeting will be posted on the same bulletin boards, doors and on the GVEA web page as soon as practical before the meeting.
- D. Notice of the time, place and purpose of any workshop of the Board will be delivered personally to each director by telephone, or other means approved by the Board, not less than twenty-four (24) hours previous thereto by or at the direction of the Secretary of the Board, or upon default in duty by the Secretary of the Board, by or at the direction of the Chair of the Board or the directors calling the workshop. If a workshop is called, notice of the workshop will be posted on the same bulletin boards, doors and on the GVEA web page as soon as practical before the workshop.
- E. Tentative agendas of regular and special meetings will be available to members upon request at the time of posting and on the GVEA web page until minutes for the meeting are approved and posted.

III. RESPONSIBILITY

The President & CEO will be responsible for ensuring compliance with this policy.

ADOPTED: April 15, 1987

AMENDED: March 27, 2017