

Finance Council Meeting Guidelines 1.15.16

1. Meetings will start on time and continue forward regardless of late arrivals.
2. We agree to adopt Roberts Rules guidelines for a quorum – 50% plus one.
3. We agree to arrive at meetings prepared and having read all handouts.
4. We agree to speak in turn when called on by the Chair and/or be put on a list managed by the Chair or designee.
5. We agree to limit our turn to 2 minutes or less to assure everyone has adequate time to speak on each topic of discussion. Members are allowed numerous turns in each discussion. The 2 minute stipulation does not include a presenter.
6. Members should allow for full discussion while at the same time speaking with direct relevance to the topic and/or motion.
7. We acknowledge this is a collaborative process and everyone's perspective and thoughts are important to the whole.
8. We encourage constructive criticism and robust debate while at the same time fostering a safe and respectful meeting environment.
9. We will make great efforts to assure that decisions are made with all stakeholders at the table.
10. If a council member cannot make it to a meeting but wants to be part of a discussion, decision or vote on a particular issue, and no other members of that representative group can participate, the vote on the item will be postponed until the next meeting.
11. Meetings will end on time.