



**Agenda Item:** Discuss and Consider Approval of Revised Board and Committee Meeting Governance Policy

**Background:** The effectiveness of the Board of Trustees and each of its committees is measured by the quality of its deliberations and decisions. To facilitate high-quality deliberations and decision making, there should be an appropriate mixture of formality and informality, process and substance. Too much structure can prevent effective decision-making and too little structure can enable those who do not agree with the majority to stifle the process.

In order to strike the right balance, the attached guidelines and parliamentary procedures for consideration are composed of commonly accepted rules and customs governing meetings and other operations of deliberative assemblies. Such groups follow parliamentary procedure to elicit a broad range of perspectives, deliberate collaboratively, and reach the best possible group decisions, while simultaneously continuing to develop the group's capabilities.

Fundamentally per Robert's Rules of Order, parliamentary procedures assist groups to effectively meet and make decisions in a fair and consistent manner, with due regard for everyone's opinion, and to arrive at the general will on the maximum number of issues of varying complexity, in the minimum amount of time, and in conditions ranging from total harmony to hardened or impassioned divisions of opinion.

The procedures provide a mechanism whereby: 1) only one subject may rightfully claim group attention at a time; 2) every proposal properly presented for consideration is due a free and full deliberation; and 3) the will of the majority is determined in orderly procedure, while preserving the rights of the minority.

The Park Board of Trustees has several Board approved policies in place for Board and Committee meetings that support these proposed guidelines and procedures:

- Setting Park Board of Trustees and Committee Meeting agendas
- Approval and Posting of Park Board of Trustee and Committee Meeting agendas
- Attendance Requirements for Park Board of Trustee and Committee Meetings
- Remote Participation via Video Conferencing for Park Board of Trustee and Committee Meetings
- Decorum for Meetings of the Park Board of Trustees and Committees

This policy has been reviewed by legal counsel and was presented to the Finance and Operations Committee on January 11, 2022 where the motion was approved unanimously by those present to recommend approval of this policy by the Board of Trustees.

**Staff Recommendation:** Staff is seeking input on and approval of proposed revised Board and Committee Guidelines and Procedures.

**Funding Source (if applicable):** n/a