

PLATEAU ELECTRIC COOPERATIVE

POLICY NO. B28

SUBJECT: Appearances Before the Board of Directors

POLICY:

Members or their representatives may appear before the Board of Directors under the conditions of and as provided for by this policy.

PROVISIONS:

- A. Any member or his/her representative who desires to appear before the Board of Directors should submit to the General Manager a written request for such appearance at least 7 days prior to the meeting at which they wish to appear. The written request should contain a concise statement of the specific matters to be presented or discussed with the Board of Directors and the reason for the request. The requests should be in the form of the "Request to Appear Before the Board of Directors," attached hereto and made a part of this policy.
- B. Upon receipt of a written request, the General Manager or his/her delegate will make a reasonable effort to confer with the requesting party to determine if the matter can be resolved without Board action.
- C. If the General Manager fails to satisfy the requesting party and such party still desires to appear before the Board of Directors, then the General Manager shall forward the written request to each member of the Board of Directors with their regular board packet.
- D. Any appearance before the Board of Directors shall be limited to consideration and presentation of the specific matters which the requesting party set forth in writing as required by Section A hereof. If more than one member requests to appear before the Board of Directors in connection with the same subject, the Board of Directors may restrict the maximum number of those who may appear, which may be less than the total number who joined in the request. Any individual appearing before the Board of Directors will be given a reasonable length of time, as determined by the Moderator or the Board of Directors, to present and discuss the matters set out in his/her written request. Individuals appearing before the board shall address remarks to the board as a whole and may direct questions to individual board members or staff members only upon approval of the Moderator or the Board of Directors. The attorney for the

**Policy No. B28**

Cooperative will serve as the Moderator when a member or other person appears before the Board of Directors under the provisions of this policy.

- E. The Board of Directors, by the affirmative vote of at least two-thirds of its members, may waive the requirements of Section A through D hereof and may permit a member or any other person to immediately appear before the Board of Directors upon oral or written request when the Board of Directors determines that the subject of such request constitutes a potential emergency which if not immediately heard and discussed could cause substantial injury to the best interest of the Cooperative.

Adopted: 10-25-11

Effective: 10-25-11

Superseding Policies Adopted:  
10-15-07; 04-19-04

**Policy No. B28**

REQUEST TO APPEAR BEFORE THE BOARD OF DIRECTORS

Full Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Telephone Number: \_\_\_\_\_

Are you a member of the Cooperative? Yes \_\_\_\_\_ No \_\_\_\_\_

State the purpose or purposes for requesting such attendance. (Be specific.):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

State names, addresses, and telephone numbers of any person(s) you desire to appear before the Board meeting with you and describe their status -- whether they are a Cooperative member, your attorney, or other: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

Please note that the Board of Directors' meetings are regularly convened to conduct the essential business affairs of the Cooperative; and that the time allotted before the Board may be restricted in order that the Board may deal with such issues.