



File BDA

PROCEDURES FOR HEARING DELEGATIONS

1. Resident electors of the Division shall have the right to be placed on the agenda of a regular Board meeting, to be heard under "Delegations." They shall provide to the Secretary-Treasurer, at least 6 days prior to the meeting being attended, a written brief or petition for inclusion with the agenda, and shall identify a spokesperson whom the Chair can address and to whom correspondence can be forwarded. During a presentation by a delegation, the Board will only ask questions for clarification. (See BDA-R and BDA-E).
2. The Secretary-Treasurer shall, at the earliest possible time, notify all members of the Board regarding delegation presentations on the agenda of a regular meeting.
3. The delegation will be heard for information purposes only. In the event a decision of the Board is required, the matter shall be postponed to the next regular meeting for action. If a decision is required prior to the next regularly scheduled meeting, the Board may suspend the rules and consider the delegation's request at the same meeting, the matter then being referred to "Other Business" for decision making.
4. In cases of extreme emergency, the Board may decide to hear a delegation which presents itself unannounced at a Board meeting, subject to a majority vote of the Board.
5. The Secretary-Treasurer's department shall communicate in writing to the identified spokesperson for the delegation, the action taken by the Board and the final decision of the Board. The Chair may, where it is considered in the best interests of all concerned to do so, delegate a Trustee or an officer of the Board to contact the spokesperson personally. See also: KF, KFA, KFB

[PSA 30(5)(6)]