

OBSERVATION OF LWVIL BOARD MEETINGS POLICY

LWVIL members are welcome to attend LWVIL Board meetings. The following guidelines apply to non-board LWVIL members that attend LWVIL board meetings (and who shall be known as “Observers”):

1. Observers shall notify the LWVIL Board President of their intention to attend an LWVIL meeting in writing no later than 48 hours prior to the scheduled meeting date.
2. Observers will receive a copy of the agenda and a confirmation of the time and location of the meeting. For virtual meetings, Observers will receive an email link, which may not be shared with or used by others.
3. If an Observer cancels plans to attend a meeting, Observers will notify the Board Secretary and the Board President prior to the start of the meeting.
4. Observers may not speak in the Board meeting unless invited to do so by the Board President. For virtual meetings, observer microphones will be muted
5. Recording of the meeting or portions of the meeting by any means is not permitted.
6. Should the board enter Executive Session, the Observers must exit the meeting.