

POLICY ON OBSERVER/INVITED GUEST ATTENDANCE AT BOARD MEETINGS

The Board is elected by the membership of the OMA to conduct its business. Interested parties may occasionally wish to attend Board meetings and observe the proceedings. However, although transparency is important to any governance process, it is key for Board members to be able to have the opportunity to have open and frank discussions among themselves. On occasion, the President may also wish to invite individuals to participate in a Board meeting on a particular topic. This policy provides the guidelines to be followed in these situations.

A. In Camera Sessions

1. Non-Board members may attend an in camera session only at the discretion of the Board.

B. Observer Attendance

1. An individual wishing to attend a Board meeting as an observer must make a written request to the Chair at least five business days prior to the Board meeting, indicating why they wish to attend.
2. A individual's request to attend a Board meeting is subject to the approval of the Chair who will then advise the Board members accordingly.
3. The Chair may designate, at his or her discretion, some agenda items as "No observers", and ask the observer to leave the meeting during the discussion of these items.

C. Invited Guests

1. The Chair may, at his or her discretion, invite individuals to attend a Board meeting for a specific purpose, in order to take part in the Board discussion and/or to provide the Board with additional information on a particular topic.
2. The individual would participate for the designated agenda item and then be asked to leave at the conclusion of the discussion or at the end of his or her presentation.

D. Maximums

1. Space in the Boardroom is at a premium. Therefore, the number of observers and/or invited guests is at the discretion of the Chair.

E. Confidentiality

1. Any observer or guest shall be required to sign a confidentiality agreement, which shall include, at a minimum an obligation to limit reporting to that information included on Post-Board telephone calls to constituents.
2. Access to documents shall be at the discretion of the Chair and shall be specified under the Confidentiality Agreement, appended.

Approved by OMA Board on April 27, 2018