

WISCONSIN GOVERNMENT FINANCE OFFICERS ASSOCIATION BOARD COMMUNICATIONS POLICY

The following criteria will be used for all WGFOA board meetings:

- The board meetings will be open to the public.
- The public may listen, but not interact with the board, unless called upon by a board member.
- The Board will approve all board minutes at their next board meeting.
- The board minutes will be kept permanently.
- The voting method will be used to record all official actions.
- Board agendas will be made available to board members in advance of the meeting.

In order to facilitate board activities and conference preparation, there is a need for board members to communicate with each other outside of board meetings. This will be done using the following criteria:

- Communication may be via e-mail, phone or other communication method, as deemed appropriate.
- All contact will be done in a respectful and professional manner.
- Opinions of board members may be obtained as needed if decision on how to proceed is needed prior to the next board meeting.
- Executive board members have final say on decisions made between board meetings.

Adopted: September 2009