

FIRST UNITARIAN UNIVERSALIST CHURCH OF SAN DIEGO
Board of Trustees

PROCEDURAL POLICIES
As of March 2, 2010

Meetings - All

- Provision for Meetings Beginning with Quorum and Continuing After Some Attendees Leave: A meeting at which a quorum is initially present may continue to transact business, despite the withdrawal of some Board members. To approve any action taken or decisions made, the required majority vote of that initial quorum is necessary.

Reference: ARTICLE V. BOARD OF TRUSTEES Section 4. Board Meetings.

Approved: August 18, 2009

Special Meetings

- Notice of Special Board Meetings. Notice of the time and place of special meetings shall be given to each Board member by any two of the following:
 - (a) personal delivery of notice;
 - (b) first-class mail, postage prepaid;
 - (c) telephone, including a voice messaging system or technology designed to record and communicate messages;
 - (d) facsimile;
 - (e) electronic mail; or
 - (f) other electronic means.

All such notices shall be given or sent to the Board member's address, e-mail address or telephone number as shown on the roster of the Board of Trustees. Notices given by personal delivery, telephone, or electronic transmission shall be delivered, telephoned, or sent, respectively, at least 48 hours before the time set for the meeting. Notices sent by first-class mail shall be deposited in the mail at least four (4) business days before the time set for the meeting. The notice need not specify the purpose of the meeting.

Reference: ARTICLE V. BOARD OF TRUSTEES Section 4. Board Meetings.

Approved: August 18, 2009

- Consent to Special Board Meeting. If a Board member does not receive such notice, the meeting shall not be invalid for lack of notice if s/he:
 - a.) Either before or after the meeting, signs a written consent to the holding of the meeting,
or
 - b.) Signs an approval of the minutes of the meeting.All such consents or approvals shall be filed with the Church's records or made a part of the minutes of the meeting. A Board member who attends a meeting and desires to protest a lack of notice to him/her must do so before or at the beginning of a meeting.

Reference: ARTICLE V. BOARD OF TRUSTEES Section 4. Board Meetings.

Approved: August 18, 2009

Meetings by Telephone or Other Electronic Transmission

- Provision for Holding Meetings by Telephone Conference or Other Electronic Transmission:
Any Board meeting may be held by conference telephone, video screen communication, or other communications equipment. Participation in a meeting under this section shall constitute presence in person at the meeting if both of the following apply as described in Cal. Corp. Code Sec. 9211(a)(6):
 - (a) Each member participating in the meeting can communicate concurrently with all other members.
 - (b) Each member is provided the means of participating in all matters before the Board, including the capacity to propose, or to interpose an objection to, a specific action to be taken by the Board.

Reference: ARTICLE V. BOARD OF TRUSTEES Section 4. Board Meetings.

Approved: August 18, 2009