



POLICY ON CONDUCT OF DIRECTORS

- Directors shall thoroughly prepare themselves to discuss agenda items at meeting of the Board of Directors. Information may be requested from staff or exchanged between Directors before meetings.
- Information that is exchanged before meetings shall be distributed through the District Manager, and all Directors will receive all information being distributed.
- Directors shall at all times conduct themselves with courtesy to each other, to staff and to members of the audience present at Board meetings.
- Directors should make every effort to become familiar with the Brown Act (Chapter 5: Meetings and Open Meetings Law) and to avoid conduct prohibited by the Act.
- Directors shall defer to the chairperson for conduct of meetings of the Board, but shall be free to question and discuss items on the agenda. All comments should be brief and confined to the matter being discussed by the Board
- Directors may request for inclusion into minutes brief comments pertinent to an agenda item, only during the meeting that that item is discussed (including, if desired, a position on abstention or dissenting vote).
- Directors shall abstain from participating in the consideration of any item involving a personal or financial conflict of interest. Unless such a conflict of interest exists, however, Directors should not abstain from the Board's decision-making responsibilities.
- Requests by individual Directors for substantive information and/or research from District staff will be channeled through the District Manager.