

Procedures for Board Meeting

- ✓ Aisles will be kept unobstructed.
- ✓ Exit the room via the back door only. All other doors are reserved as emergency exits.
- ✓ If participants leave the Board Room they will need a hand-stamp for reentry. Vacant seats will be given to those waiting outside the Board Room.
- ✓ Signs and disruptions are prohibited (BB 9323).
- ✓ Blue cards must be submitted for recognition prior to opening comments on each agenda item (BB 9323). Submit blue cards to Michelle Benham.
- ✓ Doors to the Board Room will open at 5:00 p.m. Seating is on a first come, first-served basis. We will broadcast the meeting in the lobby area and outside for those who are unable to be inside the Board Room.