

BGP-000: VOTING AND ATTENDANCE
Adopted: XX/XX/2019

Southern Nevada Community Health Center Governing Board

SOUTHERN NEVADA COMMUNITY HEALTH CENTER

1. Voting Procedures:

- a) All members of the Southern Nevada Community Health Center Governing Board are eligible to vote on all matters coming before the Board.
- b) The Chair shall have the same right as any other Board member to initiate a motion, question, or debate, and vote on a motion.
- c) All voting procedures shall generally follow parliamentary procedure. The Chair may call for a roll call vote on any item as he/she deems appropriate and/or necessary.
- d) All Board members shall abide by the requirements of Nevada's Ethics in Government law (NRS 281A.420). Whenever possible, the Board member with a potential conflict of interest shall disclose the potential conflict prior to casting his/her vote. Unless abstention is required per NRS 281A.420 or pursuant to advice of Board legal counsel, the disclosing Board member will cast his/her vote.
- e) A Board member may only vote during an official meeting and that the member has no legal status to bind the Board outside such meetings.
- f) Action may only be taken by a quorum of members of the Board. A majority of the members of the Board constitutes a quorum. Board action shall be valid only upon a vote of approval by a majority of the quorum.

2. Board Member Attendance Requirements:

- a. Board members should make every effort to attend every Board meeting in person.
- b. If, at the last minute, the Board member is prevented from attending the Board meeting, he/she may call the Executive Director at (702) xxx-xxxx to notify the Board Chair of his/her absence.
- c. Telephonic participation is permitted when a Board member is unavailable to personally attend a Board meeting.
- d. In order to attend telephonically, the Board member is encouraged to contact the Executive Director no later than 4:30 p.m. the day prior to the scheduled meeting to advise of his/her intent to participate telephonically.
- e. In the event an emergency necessitates telephonic participation on the day of a meeting, the participant must contact the Board's Executive Secretary as soon as possible so telephonic arrangements can be made.

- f. When participating telephonically, the Board member is expected to actively participate in the discussions, as well as review all pertinent materials to make an informed decision.
 - g. Whenever attending telephonically, the Board member is reminded that background noise is to be avoided as it is disruptive to the meeting and interferes with transcription of the minutes.
- 3. Electronic Devices:
 - a. Cell phones and other electronic devices should be silenced or placed in vibration mode during Board meetings.