

Save Our Trails!



Promoting trails in Santa Clara County for the benefit and enjoyment of all

SAVE OUR TRAILS
Board Meeting
Dwell Christian Church
1292 Minnesota Ave, San Jose, CA 95125
September 16, 2013 - 7:00 p.m.
AGENDA

The Board may take action on any item on the Agenda, including items which may be added as New Issues. If you wish to be heard on any topic, please attend the meeting so your voice can be heard.

SPECIAL SESSION

Address by Supervisor to the Community, and questions and answers.

REGULAR BUSINESS

CALL TO ORDER

Chair reminds participants of the rules governing the conduct of the meeting (Appendix A, below.)

INTRODUCTIONS

Welcome to visitors.

REQUESTS FOR EXCUSED ABSENCE

Martin.

CHANGES TO AGENDA

DEFERRED REPORT FROM THE GOVERNANCE COMMITTEE

1. Recommendation dated May 23, 2013 from the Governance Committee:
Removed from consideration by a vote of the Governance Committee on September 4, 2013.
2. Recommendations from the Governance Committee dated June 19, 2013, and modified on September 4, 2013, regarding *New meeting procedures*, as shown in Appendix B below.

DIRECTORS' REPORTS

- a. President's report
- b. Vice-President's report
- c. Treasurer's report
- d. Secretary's report

- (None)
- e. Attorney's report

CURRENT ISSUES

- a. Status of Action Items

COMMITTEE REPORTS

- a. Report of the Clean-up Committee
- b. Report of the Governance Committee
- c. Report of the Communications Committee
 - Issue of determining who should respond to messages from the general public addressed to the SOT Board, assigned to the committee on June 4th.

DEFERRED ISSUES

1. Planning for the trail clean-up. (Roland)
2. Suggestion that we set the date for the 2014 Annual Meeting. (Richard)
- 3.

NEW ISSUES

1. .

PRESENTATIONS BY GUESTS

As requested.

APPENDIX A:

Policy to improve the efficiency of SAVE OUR TRAILS meetings.

At the start of the meeting, the chair will remind participants of the rules governing the conduct of the meeting. Initially, we suggest the following rules:

- a. The chair will adhere to the agenda. If anyone raises an item that is not on the agenda, the chair will ask that discussion be considered under "other business".
- b. The chair will recognize everyone who wants to speak on an issue before board members speak for a second time.

APPENDIX B:

Recommendations dated June 19, 2013 from the Governance Committee regarding ***New meeting procedures:***

- a. The Chair (typically, the President) should temporarily hand the direction of the meeting to another Board Member (typically, the Vice-President) if the Chair wants to actively participate in the discussion of an issue.
- b. The earlier recommendation of the Governance Committee that the Chair should "recognize everyone who wants to speak on an issue before board members speak for a second time" should be implemented as follows:
 - At any time, the Chair may declare that discussion of an issue should proceed in round-robin fashion. In addition, upon the request of two or more Members of the Board, the Chair shall discuss that issue in round-robin fashion.

- When an issue is discussed in round-robin fashion, the Chair shall ask each member in turn if they have anything to say on an issue. No member may interrupt another member during this round, but should make notes and speak when their turn comes. If a Board Member has already spoken on the issue, and has something further to say, they should raise their hand to indicate a request to speak further. The Chair (or a designated assistant) should keep track of requests to speak, and then call on these members to speak after the completion of the round-robin, in the order the requests were made.
 - On each issue, the round-robin should start with a different person, and be conducted in alternating directions around the room.
- c. If anyone violates any of the procedural rules (e.g., if a Member interrupts another, or if the Chair calls on a member out of turn during a round-robin), a Member may call “**point of order**” to bring the violation of protocol to the attention of the Chair. The Chair will rule, either recognizing the validity of the point of order, or denying it. If the Chair denies the point of order, the person raising the point of order may appeal the decision to the full Membership which will then vote on whether the claim of a violation of protocol is valid or not.