

## RESOLUTION 2025-10

### A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BEAUMONT-CHERRY VALLEY WATER DISTRICT AMENDING THE DISTRICT'S POLICIES AND PROCEDURES MANUAL PART II

**WHEREAS**, on March 18, 2009 the Board of Directors of the Beaumont-Cherry Valley Water District adopted Resolution 2009-05, establishing a Policy and Procedures Manual applicable to Board of Directors and District staff; and

**WHEREAS**, Part II of the Manual was revised in entirety with Resolution 2019-16, followed by further piecemeal revisions, in 2024 the Board of Directors identified needed updates; and

**WHEREAS**, , the President appointed an ad hoc Board Policies Committee in 2025 to review and make recommendations and upon review and discussion, the ad hoc Board Policies Committee has recommended the first tranche of revisions to the Policy and Procedures Manual Part II; and

**WHEREAS**, the Board of Directors has reviewed and considered the revisions to the subject policies attached hereto and listed below, finds the revised policies relevant and acceptable, and it to be in the best interests of the District that the following actions be taken,

**NOW THEREFORE, BE IT RESOLVED** by the Board of Directors of the Beaumont-Cherry Valley Water District that the former policies are revised as follows:

The BCVWD Policies and Procedures Manual Part II Sections:

Section 1	Basis of Authority
Section 2	Members of the Board of Directors
Section 3	Committees of the Board of Directors
Section 4	Board President
Section 5	Board Meetings
Section 6	Board Meeting Agendas
Section 8	Board Actions and Decisions
Section 11	Rules of Order for Board and Committee Meetings

are hereby replaced in entirety with the revised policies attached hereto as follows:

Exhibit A	4005	Basis of Authority
Exhibit B	4010	Members of the Board of Directors
Exhibit C	4015	Committees of the Board of Directors
Exhibit D	4020	Duties of Board President
Exhibit E	4025	Board Meetings
Exhibit F	4030	Board Meeting Agenda Preparation and Distribution
Exhibit G	4040	Board Actions and Decisions
Exhibit H	4055	Rules of Order for Board and Committee Meetings

**ADOPTED** this 9<sup>TH</sup> day of APRIL, 2025, by the following vote:

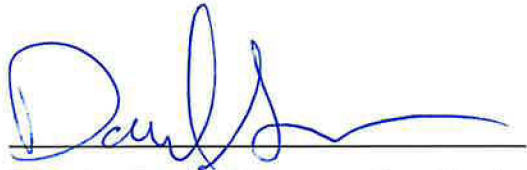
AYES: COVINGTON, HOFFMAN, RAMIREZ, WILLIAMS, SLAWSON

NOES:

ABSTAIN:

ABSENT:

ATTEST:



Director Daniel Slawson, President of the  
Board of Directors of the  
Beaumont-Cherry Valley Water District



Director Ramirez, Secretary to the  
Board of Directors of the  
Beaumont-Cherry Valley Water District

**Attachments:**

Exhibit A	4005	Basis of Authority
Exhibit B	4010	Members of the Board of Directors
Exhibit C	4015	Committees of the Board of Directors
Exhibit D	4020	Duties of Board President and Officers
Exhibit E	4025	Board Meetings
Exhibit F	4030	Board Meeting Agenda Preparation and Distribution
Exhibit G	4040	Board Actions and Decisions
Exhibit H	4055	Rules of Order for Board and Committee Meetings

## EXHIBIT A

### **POLICY TITLE      BASIS OF AUTHORITY** **POLICY NUMBER 4005**

**4005.1 Purpose.** The purpose of this policy is to supplement State law and to provide specific guidelines for the actions of the Board of Directors by a means that is fair, balanced, fiscally conservative, and protective of the interest of the community served by the Beaumont-Cherry Valley Water District.

**4005.2 Authority.** The Board of Directors is the legislative body and unit of authority within the District. The legislative body shall function as prescribed by its enabling legislation, the Water Code, and other applicable laws.

**4005.3 Individuals.** Apart from his/her normal function as a part of this unit, Directors have no individual authority. As individuals, Directors may not commit the District to any policy, act, or expenditure. All powers of the District shall be exercised and performed by the Board as a body, except otherwise as authorized by the full Board through a vote.

- A. The Board of Directors shall act only at regular, regularly adjourned, special meetings, or emergency meetings as properly noticed and as provided by State law.
- B. Directors do not represent any fractional segment of the community, but are, rather, a part of the body that represents and acts for the community as a whole.
- C. Routine matters concerning the operational aspects of the District are delegated to District staff members.

## EXHIBIT B

### **POLICY TITLE      MEMBERS OF THE BOARD OF DIRECTORS** **POLICY NUMBER 4010**

**4010.1 Preparation.** Directors shall thoroughly prepare themselves to discuss agenda items at meetings of the Board of Directors. Information may be requested from the General Manager or his/her designee before meetings.

- A. Information disseminated before meetings shall be distributed through the General Manager or his/her designee, and all Directors will receive all information being distributed.
- B. Requests by individual Directors for substantive information and/or research from District staff will be channeled through the General Manager or his/her designee.
- C. When requesting information in response to constituent requests and / or concerns, such requests should be routed to the General Manager or his/her designee.
- D. If writings are distributed to a majority of the Board in connection with an agenda item, those writings shall be made available to the public in the manner required by law.

**4010.2 Conduct.** Directors shall at all times conduct themselves ethically and with courtesy to each other, to staff, and to members of the audience present at Board meetings.

- A. **Comments.** Directors shall defer to the presiding officer 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.
- B. **Pertinence.** Directors may request for inclusion into minutes brief comments pertinent to an agenda item only at the meeting that item is discussed (including, if desired, a position on abstention or dissenting vote).
- C. **Conflict of Interest.** Directors shall refrain from participating in discussion and / or consideration on any item involving a personal or financial conflict of interest. (See Policy 4090.)

**4010.3              Abstention from voting,** Unless a conflict of interest exists, Directors may abstain from the Board's decision-making responsibilities pursuant to Policy 4040.4.

## EXHIBIT C

**POLICY TITLE: COMMITTEES OF THE BOARD OF DIRECTORS**  
**POLICY NUMBER: 4015**

**4015.1 Ad Hoc Committees.** The Board President shall appoint such limited purpose and limited duration ad hoc committees as may be deemed necessary or advisable by himself/herself and/or the Board.

- A. To maintain compliance with the Brown Act, the duties of the ad hoc committee shall be outlined at the time of appointment.
- B. The committee serves at the pleasure of the Board President and shall be considered dissolved at the end of the President's term, upon the President's dissolution of the committee, or when its task is complete; whichever occurs first.
- C. A successive President may re-establish an ad hoc committee upon review of its relevance; however no ad hoc committee shall continue for a period longer than 24 months.
  - a. Should a need for continuation be identified, the Board may vote to create a new standing committee, or
  - b. The President may make an exception if the work of the ad hoc committee is not complete, then the committee may be re-established for a further term.
- D. An ad hoc committee may make recommendations to the Board. No decision-making power shall be delegated to an ad hoc committee.
- E. An ad hoc committee shall meet on an as-needed basis and shall not have a meetings schedule fixed by charter, ordinance, resolution, or formal action of the Board.

**4015.2 Standing Committees.** The following shall be standing committees of the Board:

- Personnel Committee; and
  - Finance and Audit Committee
- A. **Appointment.** The Board President shall appoint and publicly announce the members of the standing committees for the ensuing calendar year no later than the Board's regular meeting in January.
  - B. **Chairperson.** The members of the standing committee shall select among themselves a chairperson.
  - C. **Oversight.** The Board's standing committees may be assigned to review District functions, activities, and/or operations pertaining to their designated concerns, as specified below. Said assignment may be made by the Board President, a majority vote of the Board, or on their own initiative. Any recommendations from standing committees shall be submitted to the Board in writing.
  - D. **Compliance.** All meetings of standing committees shall conform to all open meeting laws (e.g., "Brown Act") that pertain to regular meetings of the Board of Directors.
  - E. **Personnel.** The Board's standing Personnel Committee shall be concerned with the functions, activities, operations, compensation and welfare of District staff.
  - F. **Finance and Audit.** The Board's standing Finance and Audit Committee shall be concerned with the financial management of the District, including the preparation of an annual budget and major expenditures.

EXHIBIT D

**POLICY TITLE            DUTIES OF THE BOARD PRESIDENT**  
**POLICY NUMBER        4020**

**4020.1 Presiding Officer.**

- A. The President of the Board of Directors shall serve as presiding officer at all Board meetings.
- B. **Rights.** The President shall have the same rights as the other members of the Board in voting, introducing motions, resolutions and ordinances, and any discussion of questions that follow said actions.
- C. **Absence.** In the absence of the President, the Vice President of the Board of Directors shall serve as presiding officer over all meetings of the Board. If the President and Vice President of the Board are both absent, the remaining members present shall select one of themselves to act as chairperson of the meeting.

**4020.2 Responsibilities.** Responsibilities of the Board President include:

- A. Sign all instruments, act, and carry out stated requirements and the will of the Board;
- B. Sign the minutes of the Board meeting following their approval;
- C. Appoint and disband all committees, subject to Board ratification;
- D. Call such meetings of the Board as deemed necessary and giving proper notice;
- E. Coordinate the preparation of meeting agendas with the General Manager
- F. Confer with the General Manager or designee on crucial matters which may occur between Board of Directors meetings;
- G. The orderly conduct of all Board meetings;
- H. Acts as the ceremonial head or representative of the District at various civic functions
- I. Serve as spokesperson for the Board; and
- J. Perform other duties as authorized by the Board.

**4020.3 Duties Regarding Meetings.** The President shall preside over and conduct all meetings of the Board of Directors, shall carry out the resolutions and orders of the Board of Directors, and shall exercise such other powers and perform such other duties as the Board of Directors shall prescribe, including, but not limited to, the following:

- A. Call the meeting to order at the appointed time
- B. Announce the business to come before the Board
- C. Enforce the Board's policies in relation to the order of business and the conduct of meetings (See Policies 4035, 4040, and 4055)
- D. Recognize persons who desire to speak, and protect the speaker who has the floor from disturbance or interference
- E. Explain what the effect of a motion would be if it is not clear to every member
- F. Restrict discussion to the question when a motion is before the Board
- G. Rule on parliamentary procedure
- H. Put motions to a vote, and state clearly the results of the vote; and
- I. Preserve order and decorum

## EXHIBIT E

**POLICY TITLE: BOARD MEETINGS**

**POLICY NUMBER: 4025**

**4025.1 Regular Meetings.** Regular meetings of the Board of Directors shall be held on the second Wednesday and fourth Thursday of each calendar month at 6:00 p.m. in the meeting room located at 560 Magnolia Avenue, Beaumont, California, 92223-2258.

- A. The date, time, and place of regular Board meetings may be reconsidered annually at the annual organizational meeting of the Board, or such other time as the Board may determine due to a change in District needs and circumstances.
- B. The Board may, by motion entered into the minutes, change a meeting date and / or time when it is known the preceding month that a quorum will not be present. Notice of the change shall be posted in the same manner as a special meeting.

**4025.2 Special Meetings and Workshops.** Special Meetings and Workshops of the Board of Directors may be called by the Board President or by a majority vote of the Board as District business requires and in accordance with applicable laws and regulations

- A. Notice of the special meeting will be provided to the Board at least 24 hours in advance to ensure transparency and public participation
- B. An agenda shall be prepared and posted in compliance with open meeting laws, including the Brown Act. The agenda shall be made available to the public and delivered to the Board at least 24 hours prior to the scheduled meeting.

**4025.3 Emergency Meetings.** In the event of an emergency situation involving matters upon which prompt action is necessary due to actual or threatened disruption of public facilities, the Board of Directors may hold an emergency meeting in compliance with the criteria set forth by the Brown Act.

- A. Actions taken during an emergency meeting shall be by roll call vote
- B. The Board may convene in Closed Session if agreed to by a 2/3 vote of the members present, or if less than 2/3, present, by unanimous vote, if related to the following matters:
  - i. Threats to public services or facilities
  - ii. Personnel matters if an emergency affects public employees
  - iii. Public security threats in consultation with law enforcement or security experts
- C. Following an emergency meeting, the minutes of the meeting, a list of persons notified or attempted to be notified of the meeting, and actions taken must be posted as soon as possible for ten (10) days in a public place.

**4025.4 Adjourned Meetings.** A majority vote of the quorum of the Board of Directors may adjourn any Board meeting at any place in the agenda to any time and place specified in the order of adjournment, except that if no quorum is present or no Directors are present at any regular or adjourned regular meeting, the Board President or the General Manager or his/her designee may declare the meeting adjourned to a stated time and place. Notice of the adjournment shall be posted on or near the door of the meeting within 24 hours after the adjournment and the adjourned meeting shall be noticed in the same manner as a special meeting.



**4025.4 Annual Organizational Meeting.** The Board of Directors shall hold an annual organizational meeting at its regular meeting in December. At this meeting the Board will affirm the rotation of officers for the offices of president, vice president, secretary, and treasurer.

**A. Rotation of Officers.**

- i. The offices of president, vice president, secretary, and treasurer will rotate annually with the vice president succeeding the president, the secretary succeeding the vice president, and the treasurer succeeding the secretary.
- ii. The Board member serving as president before the annual organizational meeting shall rotate out of that position and into the fifth position in the rotation among Board members.
- iii. The Board member serving as vice president before the annual meeting shall be appointed to the office of president.
- iv. Any Board member who takes office as a new member of the Board, as opposed to taking office upon reelection, shall take the fifth position in the rotation among the Board members as of the annual organizational meeting. At the time of such an event, the other Board members shall then be rotated to one higher position in the rotation.

**B.** At each Annual Organizational Meeting, all newly elected or newly appointed Board members will be added to the rotation list above the outgoing president and below all reelected.

**C.** In the event that two or more Board members are elected in the same election, the newly elected Board members will be placed in the rotation list in the order of the highest number of votes received to the lowest number of votes received.

**D.** In the event that two or more Board members are appointed at the same time, the newly appointed Board members will be placed on the rotation list in the order determined by the outgoing Board president.

**E.** If a Board member declines the automatic nomination for the next office in the rotation, a vote may be held to fill the office, or the rotation may move forward to fill the position with the declining Board member returning to the fifth position in the rotation sequence

**F.** In the event the president, vice president, secretary, or treasurer does not complete their term in such office, the Board member next in line on the rotation list to assume that office will serve for the balance of the vacant term and the following term unless such officer desires to return to the end of the rotation list at the next Annual Organizational Meeting.

**G.** At any time prior to the appointment of officers during the Annual Organizational Meeting, the Board may determine by majority vote on a motion to waive or otherwise suspend the implementation of this section. In that event, an election for president, vice president, secretary, and treasurer will be held. Any such motion may also address what impact, if any, the suspension of the rotation procedure will have on the position of Board members in the rotation for future elections/appointments.

**4025.5 Recording Secretary.** A staff member recommended by the General Manager, or his/her designee, shall be appointed by the Board as the Board's Recording Secretary.

**4025.6 Agenda Order.** The President of the meetings described herein shall determine the order in which agenda items shall be considered for discussion and/or action by the Board.

**4025.7 Public Involvement.** The President and the General Manager, or his/her designee, shall ensure that appropriate information is available for the audience at meetings of the Board of Directors, and that physical facilities for said meetings are functional and appropriate.



EXHIBIT F

**POLICY TITLE      BOARD MEETING AGENDAS**  
**POLICY NUMBER    4030**

**4030.1      Agenda.** The General Manager, or his or her designee, in cooperation with the Board President and/or Vice President, shall prepare an agenda for each regular and special meeting of the Board of Directors in accordance with the Ralph M. Brown Act.

**4030.2      Notice.** At least seventy-two (72) hours prior to the time of all regular meetings, an agenda, which includes but is not limited to all matters on which there may be discussion and/or action by the Board, shall be posted conspicuously at the District office in a location freely accessible to the public and on the District's website

- A. The posting of agendas and notices will be governed by the provisions of the Brown Act (Government Code 54950 et. seq.)
- B. The agenda for a special meeting shall be posted at least twenty-four (24) hours before the meeting.

**4030.3 Agenda Materials.** When distributing agenda packages and other materials to members of the Board of Directors, those materials should be provided to all Board members at the same time, and materials should also be provided to the public pursuant to GC 54957.5

**4030.4 Public Requests.** Any member of the public may request that a matter directly related to District business be placed on the agenda of a regularly scheduled meeting of the Board of Directors, subject to the following conditions:

- A. The request must be in writing and be submitted to the General Manager or his or her designee together with supporting documents and information, if any, at least ten (10) business days prior to the date of the meeting.
- B. The General Manager or his or her designee shall be the sole judge of whether the public request is or is not a matter directly related to District business.
- C. The General Manager or his or her designee shall determine the timing of when the item will be placed on the agenda.
- D. The public member requesting the agenda item may appeal the General Manager's (or his or her designee's) decision by speaking during Public Comment at the next regular meeting of the Board of Directors. Any Director may request that the item be placed on the agenda of an upcoming regular Board meeting.
- E. No matter which is legally a proper subject for consideration by the Board in closed session will be accepted under this policy; and
- F. The Board of Directors may place limitations on the total time to be devoted to a public request issue at any meeting and may limit the time allowed for any one person to speak on the issue at the meeting.

**4030.5 Director Requests.** By contacting the General Manager, any Director may request that a matter directly related to District business be placed on the agenda of a regularly scheduled meeting of the Board of Directors, subject to the following conditions:

- A. The request must be in writing and submitted to the Board President and General Manager together with the supporting documents and information, if any, by noon at least ten (10) working days prior to the date of the next scheduled regular meeting.

**4030.6 Testimony.** This policy does not prevent the Board from taking public testimony at regular and special meetings of the Board on matters which are within the jurisdiction of the Board but not on the agenda.

- A. No action or discussion shall be undertaken on any item not appearing on the posted agenda (GC 54954.2(a)(3).
- B. The Board may not prohibit public criticism, but shall control the order of the proceedings, including placing reasonable time limits on public comment.
- C. The Board may not require members of the public to give names, or to sign in / register as a condition of attendance or speaking
- D. The Board may:
  - a. Respond briefly to statements / questions from the public
  - b. Ask a question for clarification
  - c. Make a brief announcement
  - d. Make a brief report on his / her activities
  - e. Provide a reference to staff or other sources for information
  - f. Request staff report back at a later meeting, or
  - g. Direct staff to place the matter on a future agenda

## EXHIBIT G

**POLICY TITLE: BOARD ACTIONS AND DECISIONS**  
**POLICY NUMBER: 4040**

**4040.1 Actions.** Actions by the Board of Directors include but are not limited to the following:

- A. Adoption or rejection of regulations or policies;
- B. Adoption or rejection of a resolution;
- C. Adoption or rejection of an ordinance;
- D. Approval or rejection of any contract or expenditure;
- E. Approval or rejection of any proposal which commits District funds or facilities, including employment and dismissal of the General Manager, and the classification and compensation plan; and,
- F. Approval or disapproval of matters that require or may require the District or its employees to take action and / or provide services
- G. Make a determination under the California Environmental Quality Act
- H. Approve the acquisition or disposition of real property
- I. Approve the acquisition of personal property pursuant to Policy 5080 Purchasing
- J. Adopt or amend any plan for the District

**4040.2 Majority.** Action can only be taken by the vote of the majority of the Board of Directors. Action may be taken by a vote of a majority of a quorum (see Section 4040.3) attending a Board meeting, unless a greater number of votes is required to pass the action due to the application of state or federal law.

**4040.3 Quorum.** Three (3) Directors represent a quorum for the conduct of business.

**4040.4 Abstention.** Abstention is the withholding of a vote. A Board member abstaining from a vote is considered part of the quorum and shall be recorded in the administrative record.

- A. Duty. While it is the duty of every member who has an opinion to express it by vote, he or she can abstain, since they cannot be compelled to vote. A Board member's refusal to vote is, in effect, a declaration that they consent that the majority of the quorum may act for the body of which they are members (California Attorney General 2011)
- B. Abstentions and vote results will be recorded in the administrative record according to the following protocols:

Vote				Result
3 Yes	2 No			Pass
3 Yes	1 No	1 Abstain		Pass
2 Yes	2 No	1 Abstain		Fail
2 Yes	1 No	2 Abstain		Fail
2 Yes	1 No		2 Absent	Fail
1 Yes	0 No	3 Abstain	1 Absent	Fail
2 Yes	0 No		3 Absent	Fail

1. **Example.** If three (3) of five (5) Directors are present at a meeting, a quorum exists and business can be conducted unless the abstention is due to a conflict of interest. However, if one (1) Director abstains on a particular action and the other two (2) cast "aye" votes, no action is taken because a majority of the Board did not vote in favor of the action.
2. **Example.** If an action is proposed requiring a two-thirds (2/3) vote and two (2) Directors abstain, the proposed action cannot be approved because four (4) of the five (5) Directors would have to vote in favor of the action.
3. **Example.** If a vacancy exists on the Board and a vote is taken to appoint an individual to fill said vacancy, three (3) Directors must vote in favor of the appointment for it to be approved. If two (2) of the three (3) Directors present abstain, the appointment is not approved.

**4040.5 Recusal.** Recusal is the removal of oneself as judge or policy-maker in a particular matter, due to a conflict of interest or other disqualifying factor. A Director who has a conflict of interest shall recuse themselves from discussion and remove him or herself as a participant in the discussion and leave the meeting room until the conclusion of discussion and vote. A director recusing themselves shall be recorded as an absence for the vote. A member recusing themselves due to a conflict of interest does not count towards a quorum.

#### **4040.6 Action.**

- A. **Formal.** The Board shall act only by ordinance, resolution, or motion. At the time the vote occurs, individual votes shall be reported and then recorded in the meeting minutes (GC 54953(c)2)
- B. **Informal.** The Board may give direction to staff that is not formal action. Such directions do not require formal procedural process. Such directions include the Board's directives and instructions to the General Manager.
  1. The President shall determine by consensus a Board directive and shall state it for clarification. Should any two (2) Directors challenge the statement of the President, a voice vote may be requested.
  2. A formal motion may be made to place a disputed directive on a future agenda for Board consideration, or to take some other action (such as refer the matter to the General Manager for review and recommendation, etc.).
  3. Informal action by the Board is still Board action and shall only occur regarding matters that appear on the agenda.
  4. The Board shall act collectively and not individually become involved in the day-to-day operation of the District.

#### **4040.7 Follow Up.**

- A. Individual Board members may follow up on direction given to the General Manager.

The General Manager or assigned staff shall make every effort to communicate a definitive answer in a timely manner.

## EXHIBIT H

### **POLICY TITLE            RULES OF ORDER FOR BOARD AND COMMITTEE MEETINGS** **POLICY NUMBER        4055**

**4055.1 Policy.** Action items shall be brought before and considered by the Board by motion in accordance with this policy. These rules of order are intended to be informal and applied flexibly. The Board prefers a flexible form of meeting and, therefore, does not conduct its meetings under formalized rules (Robert's Rules of Order).

**4055.2 Point of Order.** If a Director believes order is not being maintained or procedures are not adequate, then he/she should raise a point of order - not requiring a second - to the President. If the ruling of the President is not satisfactory to the Director, then it may be appealed to the Board. A majority of the Board will govern and determine the point of order.

**4055.3 Obtaining the Floor.** Any Director desiring to speak should address the President and, upon recognition by the President, may address the subject under discussion.

#### **4055.4 Motions.**

**4055.4.1** Any Director, including the President, may make or second a motion. A motion shall be brought and considered as follows:

- A. A Director makes a motion; another Director seconds the motion; and the President states the motion.
- B. Once the motion has been stated by the President, it is open to discussion and debate. After the public in attendance has had an opportunity to comment, and after the matter has been fully debated, the President will call for the vote.
- C. Any Director may move to immediately bring the question being debated to a vote (following public input), thus suspending any further debate. The motion must be made, seconded, and approved by a majority vote of the Board.

**4055.4.2 Secondary Motions.** Ordinarily, only one (1) motion can be considered at a time and a motion must be disposed of before any other motions or business is considered. There are a few exceptions to this general rule, though, where a secondary motion concerning the main motion may be made and considered before voting on the main motion.

- A. **Motion to Amend.** A main motion may be amended before it is voted on, either by the consent of the Directors who moved and seconded, or by a new motion and second.
- B. **Motion to Table.** A main motion may be indefinitely tabled before it is voted on by motion made to table, which is then seconded and approved by a majority vote of the Board.
- C. **Motion to Postpone.** A main motion may be postponed to a certain time by a motion to postpone, which is then seconded and approved by a majority vote of the Board.

- D. **Motion to Refer to Committee.** A main motion may be referred to a Board committee for further study and recommendation by a motion to refer to committee, which is then seconded and approved by a majority vote of the Board.
- E. **Motion to Close Debate and Vote Immediately.** As provided above, any Director may move to close debate and immediately vote on a main motion.
- F. **Motion to Adjourn.** A meeting may be adjourned by motion made, seconded, and approved by a majority vote of the Board before voting on a main motion.

#### **4055.5 Decorum.**

- A. The President shall take whatever actions are necessary and appropriate to preserve order and decorum during Board meetings, including public hearings. (See also Policy 4035.5)
- B. The President may also declare a short recess during any meeting.

**4055.6 Amendment of Rules of Order.** By motion made, seconded and approved by a majority vote, the Board may, at its discretion and at any meeting:

- A. Temporarily suspend these rules in whole or in part;
- B. Amend these rules in whole or in part; or, both.