

LEE MEMORIAL HEALTH SYSTEM BOARD OF DIRECTORS

POLICY MANUAL

no. 10.38B

category: General Operations

title: Consent Agenda

original adoption: 07/25/97

revision date: 07/31/98

07/26/02

supersedes no. 10.38A

PURPOSE:

To provide for utilization of general consent to expedite adoption or approval of designated agenda items at meetings of the Board of Directors.

POLICY:

The Board may adopt or approve matters which have been placed on a consent agenda, and which are not removed on request of a director, by a single motion for approval by general consent.

PROCEDURE:

1. The agenda for each meeting and committee meeting of the Board of Directors shall include a consent agenda approved by the chair for such meeting, which shall list all matters requiring Board adoption or approval which appear to the Chairman to be noncontroversial in nature.
2. The consent agenda shall be taken up by the Board with the Chairman calling for any request by a director that any matter listed under the consent agenda be removed from the consent agenda. Any requested matter shall be removed from the consent agenda without requirement of a second or vote of the Board and considered as an agenda item to be taken up immediately following approval of the balance of the consent agenda.
3. The Chairman shall call for a motion to approve the balance of the consent agenda (excluding those items removed by any member) by a single vote of the Board. The motion shall require the affirmative vote of a majority of the members of the Board present for approval. If the motion to approve by general consent shall fail, each matter listed under the consent agenda shall be considered separately by the Board as an individual agenda item.
4. Each matter removed from the consent agenda on the request of a member shall be considered separately immediately after consideration of the consent agenda by the Board as an individual agenda item.
5. Any matter approved as part of a consent agenda may be individually reconsidered at a later time on a motion for reconsideration duly approved by the Board.