

LEE MEMORIAL HEALTH SYSTEM BOARD OF DIRECTORS

POLICY MANUAL

no. 10.48

category: General Operations

title: Decorum During Meetings and Disciplinary Procedures

original adoption: 11/22/02

revision date: _____ supersedes no. _____

PURPOSE:

In order that the Lee Memorial Health System Board of Directors may carry out its duties and responsibilities, members must adhere to rules of conduct and civility as set forth in Roberts Rules of Order and Board Policy as outlined.

POLICY:

During all meetings of the Board of Directors members are required to conduct themselves in an honorable and orderly manner. The following practices should be observed by members during all meetings:

- 1) To confine his or her remarks to the merits of the pending question or issue.
- 2) To refrain from personal attacks against other current or past members, individual participants, or presenters. Each member should avoid personalities and under no circumstances should a member question the motives of another members.
- 3) To obey the orders of the Chairperson and address all remarks through the Chair.
- 4) To refrain from speaking adversely on a prior a not pending.
- 5) To stop speaking at any time the Chairperson interrupts to state a "Point of Order".

Should a member continue to violate such practices after the Chair has first warned the member and with or without such a warning, the Chair or any other member may "call the member to order". If the Chair declares the offender out of order, the chair shall first warn the member and state the breach involved.

Should the objectionable or disorderly conduct or words continue the Chair should direct that such words or actions be taken down and made a part of the minutes.

If the member obeys the order of the Chair, the matter may be dropped, however, if the member continues to breach the good order of the meeting, the offending member may be required to leave the meeting by a two-thirds vote of the membership present at the meeting. Upon a point of order by any member, a vote will immediately occur, and upon majority vote, the offending member will leave the meeting.

Should the member fail to leave the meeting upon direction of the members, the Chairperson may order such removal.

Should a member be ordered to leave the meeting, he or she is not to be compensated for one month.