

# **LAAC Proposal for Executive Board Meeting Observer Guidelines**

## **Introduction:**

UHW members in good standing can attend UHW Executive Board Meetings as observers. This fits with our guiding principles - commitment to democracy, honesty, accountability, justice – and our Bylaws Article XI, Section 2(B)5 says:

*“Meetings shall be open to all members in good standing. Members shall have the right to address the Executive Board in accordance with reasonable guidelines which shall be established by the Board.”*

These Guidelines for Observers were created to uphold and enforce both the rights of members and the ability of the Executive Board to carry out its responsibilities.

## **Guidelines for Observers at Executive Board Meetings:**

1. Observers must register in order to attend UHW Executive Board meetings. Observers should notify [eboard@seiu-uhw.org](mailto:eboard@seiu-uhw.org) no later than 14 calendar days before the start of the Executive Board Meeting they wish to attend.
2. At the time of registration, membership status will be checked. Per the UHW Bylaws, only members in good standing will be admitted.
3. Observer Members will be issued identification badges at registration table at the meeting. Observers must wear their badges at all times while attending the meeting.
4. Observers must sit in designated observer seating.
5. Observers may not engage in video, tape-recording or picture taking in session. (This is also CA law.)
6. In order to address the E-Board, Observers must follow the procedures outlined by the Resolutions & Agenda Committee. Observers cannot address the Board or participate in Board discussions or proceedings at any other time during session.
7. The Resolutions and & Agenda Committee makes an agenda seven weeks before each meeting. That is the deadline for both the submission of resolutions and Observer requests to address the Board. Request not received in a timely fashion may be bumped to the following meeting.
8. Observers cannot vote at Executive Board Meetings.
9. Training and workshop sessions for Executive Board Members that are not part of official, decision-making sessions, and as such, are not open to Observers.
10. No expenses will be paid for Observers.

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11. The maximum number of Observers per meeting shall be set at 25 and/or in accordance with facility safety regulations.
12. Observers will receive an orientation to these guidelines.
13. Observers who fail to follow these guidelines and/or interfere with or disrupt Board proceedings will be asked to leave Board Meetings.