

Section	000 Board Procedures
Title	Meetings
Code	005
Status	Active
Adopted	February 14, 2024

### Parliamentary Authority

The Palmerton Memorial Park Association acknowledges that all Board meetings will be conducted in an orderly and business-like manner. Robert's Rules of Order, Newly Revised, including group rules, shall provide guidance to the Board in its deliberations in all cases.

### Quorum

A quorum shall be seven (7) Board members present at a meeting. No business shall be transacted at a meeting without a quorum, but the Board members present at such a meeting may adjourn to another time.

### Presiding Officer

The President shall preside at all Board meetings. In the absence, disability or disqualification of the President, the Vice-President shall act instead. If neither person is present, a Board member shall be elected President pro tempore by a plurality of those present to preside at that meeting only. Where no such majority is achieved on the first vote, a second vote shall be cast for the two (2) candidates who received the greatest number of votes.

### Notice

Notice of the annual meeting shall be made public via an announcement in the local newspaper and/or on social media. Notice of regular meetings will be posted during the swim season on the bulletin board at the main entrance.

### Regular Meetings

The Board of Directors shall meet a minimum of 6 times annually, time and place specified by a majority of board membership.

### Annual Membership Meeting

The annual meeting of the adult members of the corporation, for the election of directors and for the transaction of such other business as may legally come before it, shall be held on the fourth Tuesday in October at a time and place designated by the board.

### Special Meetings

Special meetings of the adult members may be called at any time by the president, provided that five (5) days notice of the date, time and place of the meeting shall be published once in a local newspaper and/or on social media.

A special meeting of the adult members shall be called by the president within fifty (50) days of receipt of written request for such meeting signed by five (5) adult members. Notice of such meeting shall be published as provided in the above paragraph. However, the Board of Directors may, by vote of eight (8) members, disapprove the request and relieve the president of obligations to call such meeting.

### Attendance at Meetings via Electronic Communications.

The Board recognizes that factors such as illness, travel, schedule conflicts, and weather conditions can make impossible the physical presence of a Board member at a Board meeting, and that electronic communications can enable a Board member to participate in a meeting from a remote location.

A Board member shall be able to attend a regular Board meeting, and participate in Board deliberations and voting, through electronic communications. However, attendance to the annual meeting via electronic communications will not be permitted for any Board member nor season member.