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## **Standing Order on Guests Attending Board Meetings**

- i) Guests may attend a board meeting with the consent of the board. The Chair, on behalf of the board, shall make the decision whether to permit guests at board meetings. If a director would like to invite guests or other visitors, the director must notify either the President or the Secretary of the Corporation at least 48 hours in advance of the meeting.
- ii) Guests attending a board meeting may be provided access to the board meeting materials, but such material shall not include financial or personal information. Guests receiving such materials shall be notified that such materials are confidential. The Chair shall instruct guests to return the materials to the Corporation's Secretary at the end of the meeting.
- iii) Guests shall not attend confidential sections of the board meeting.
- iv) Guests are not entitled to interrupt or to address the members of the board at a board meeting unless or until requested. Should a guest interrupt a meeting or cause any disturbance, the offending guest will be requested to leave the meeting room immediately. In the event of a refusal to comply with the request, the board may cause the guest to be forcibly removed. No compromise in the orderly conduct of the meeting will be tolerated.
- v) The board reserves the right to limit the number and length of time that guests may address the board.
- vi) Guests will be seated in the meeting room to the extent possible.

It is not possible for non-Directors to temporarily assume the status of a Director, because Directors, having been elected and are present in a fiduciary capacity.