ARTICLE 27
CONSENT AGENDA POLICY

SECTION 1. PURPOSE: The purpose of this policy is to allow the use of a consent agenda.

SECTION 2. GENERAL: To expedite the conduct of routine business during Hot Springs Village Property Owners’ Association (HSVPOA) regular Board of Directors meetings, the HSVPOA board can elect to use a consent agenda for the passage of noncontroversial items or items of a similar nature.

SECTION 3. CONSENT AGENDA:

A. The General Manager/COO or designee, in consultation with the board president, may place items on the consent agenda. By using a consent agenda, the board has consented to the consideration of certain items as a group.

B. Consent items are those which do not require discussion or explanation prior to board action, are noncontroversial and/or similar in content, or are those items which have already been discussed and/or explained and do not require further discussion or explanation.

Such agenda items include, but are not limited to, routine matters that require board action, such as, the approval of the agenda, approval of previous board minutes, committee minutes, committee appointments, committee and staff reports, updates or reports, governing policies, correspondence requiring no action, routine contracts that fall within policies and guidelines, purchase items discussed and reviewed by the board in the previous month.

C. All supporting materials for the consent agenda will be sent to board members at least one week in advance of regular board meetings.

D. Items can be removed from the consent agenda by a request by an individual board member for independent consideration. A request must be made prior to the vote on the consent agenda. The request does not require a second or a vote by the board. An item removed from the consent agenda will then be moved to Current or New Business and acted on separately.

E. The consent agenda items shall be separately recorded in the minutes.

B.O.D. approved