

Burnaby Horsemen's Association Procedure: Visitors at BHA Board of Directors Meetings

Approved: MARCH 28 2022

Applicability

This procedure details the requirements for visitors to attend BHA Board of Directors meetings where BHA business is discussed and conducted. BHA members and visitors are welcome to attend.

Procedure

- 1) Any member may request an invitation to attend a Board meeting by contacting the BHA President or Vice-President in writing, no less than 7 days prior to the meeting with their request and reason for attending.
- 2) Upon receipt of the request, time will be set aside on the meeting agenda (if required).
- 3) The member will be advised of meeting date/time/location and their allotted time on agenda (where applicable).

Supporting Documents

- 1) Related BHA Constitution & Bylaws
 - a) Parts 6 & 7

Review Schedule

Policy Adopted:	MARCH 28 2022
Policy Owner:	President
Next Review Scheduled:	APRIL 2023

Version History

Date	Version Number	Details
MARCH 28 2022	1.0	Initial version posted on BHA website