

FORMAT FOR BOARD MEMBERS TO FOLLOW FOR RE-ORGANIZATION MEETING (NON-ELECTION YEAR)

- I. CALL TO ORDER (Vice President Swaney starts meeting)**
 - A. Silent Meditation
 - B. Pledge of Allegiance
 - C. Roll Call

- II. PUBLIC COMMENT**

- III. SECRETARIAL**
 - A. Adopt Agenda as presented

- IV. NOMINATION/ELECTION OF TEMPORARY PRESIDENT**
 - A. Mrs. Swaney declares nominations are being accepted for temporary president (must be a holdover board member)
 - B. Nomination(s) need not be seconded
 - C. After nominations are made, president states “Chair will entertain motion to close nominations (voice vote on closing)”
 - D. Vote on nominations (use voice vote)
 - E. Temporary President takes over Chair.

- V. NOMINATIONS FOR ELECTION OF PRESIDENT**
 - A. Temporary President declares nominations are being accepted for President. Nomination(s) need not be seconded
 - B. After nominations are made, president states “Chair will entertain motion to close nominations (voice vote on closing)”
 - C. Vote on nominations (use voice vote)
 - D. President elect takes over meeting

- VI. NOMINATION/ELECTION OF VICE-PRESIDENT**
 - A. President declares nominations are being accepted for Vice-President
 - B. Nominee(s) need not be seconded
 - C. After nominations are made, President states “Chair will entertain motion to close nominations (voice vote on closing)”
 - D. Vote on nominations (use voice vote)

- VII. NOMINATIONS FOR TREASURER/ROLL CALL VOTE FOR TREASURER**
 - A. President declares nominations are being accepted for treasurer (For remainder of term only if current Treasurer becomes president, vice-president or secretary) (Otherwise elected month of May for four fiscal years)
 - B. Nominee(s) need not be seconded
 - C. After nominations are made, President states “Chair will entertain motion to close nominations (voice vote on closing)”
 - D. Vote on nominations (use voice vote)

FORMAT TO FOLLOW
REORGANIZATION MEETING

- VIII. NOMINATION FOR SECRETARY/ROLL CALL VOTE FOR SECRETARY** (For remainder of term only if current secretary becomes president, vice-president or treasurer) (Otherwise elected month of May for four fiscal years)
- IX. SCHEDULE OF MEETINGS** (Currently 3rd Wednesday of month at 6:00 p.m. in the D. Ferd Swaney Elementary School, work session preceding Monday before meeting)
- A. Day
 - B. Time
 - C. Place
- X. SOLICITOR**
Presently, we pay our Solicitor Andrews and Price \$600.00 per month and \$100.00 per hour.
- XI. FCCTI JOINT OPERATING COMMITTEE**
- A. Appoint _____ to the FCCTI Joint Operating Committee for a three-year term commencing December, 2018 (currently Paul Dunham)
- XII. FACSIMILE SIGNATURE PLATE APPROVAL**
- XIII. UTILITY PAYMENT APPROVAL**
- XIV. PSBA LEIGISLATIVE COUNCIL**
Open to any Board member

VOTING PROCEDURE

The present voting order for roll call votes is that the person making the motion shall be called first; the person seconding the motion shall be called second, others in alphabetical order except the President, who is called last. The President will serve from December 5, 2018 to the first week in December 2019.