

CBC PENSIONERS NATIONAL ASSOCIATION (PNA)

OBSERVER POLICY

Effective Date: October 30, 2023

Preamble

The CBC Pensioners National Association is committed to being an open, transparent, and inclusive organization. To that end, the PNA recognizes the benefits of openness in encouraging the greatest possible membership participation.

This policy seeks to align the values of the PNA with its day- to-day operations. It is recognized that observers can play a critical role in encouraging greater diversity and in engaging new volunteers.

The policy on observer participation is designed to encourage the broadest possible involvement by members while balancing the need to have effective governance and decision making.

Policy

The Board of Directors has a defined role and is required to act in the best overall interests of the organization. It is recognized that meetings of the Board operate subject to legislative requirements, bylaws, and policies created by and for the Board.

As a general principal, meetings of the Board of Directors will be open to voting members of the organization under specific rules and guidelines as follows:

- The Board may invite specific members to make presentations or to attend for the purpose of delivering or receiving committee reports. The Board may also at its discretion invite guests who are not members of the PNA to speak on topics relevant to the Board's business.
- Voting members of the PNA who wish to observe a meeting of the Board must inform the National Office of the PNA of their intentions in

order to ensure that facilities for the meeting are adequate and that the agenda can be organized in the most productive manner to accommodate non-Board members.

- While the goal is to allow for openness and transparency, there may be occasions for portions of the meeting to be held in-camera. The Board may use its discretion in determining what matters will be discussed in closed session.
- Exceptions to the open meeting policy should be limited and include (by way of example) such matters as:
 - Personal matters about an identifiable individual
 - Staffing matters
 - Litigation including advice subject to solicitor-client privilege
 - Information explicitly supplied in confidence
 - Legal or negotiation strategy
- Those attending as observers will not take part in the meeting unless explicitly permitted to do so by the Chair.

Agendas for upcoming Board meetings will be posted in advance of the meetings on the PNA website, subject to the PNA Bylaws.

Regional and Chapter Boards are encouraged to operate under the principles set out in this policy.

Attendance by observers at other PNA meetings will be guided by the principles of this policy and decided on a case-by-case basis or as set out in the bylaws.