4 RIVERS ELECTRIC COOPERATIVE, INC.
LEBO, KANSAS

Board of Trustees Policy

Subject: Rules of Board Meetings			Policy No: 109
Original Issue: 01/20/2020	Last Revised: 10/19/2026	Last Reviewed: 10/19/2026	Page 1 of 2

I. OBJECTIVE

To establish guidelines for the orderly, efficient, and professional conduct of meetings of the Board of Trustees of 4 Rivers Electric Cooperative, Inc. (Cooperative)

II. POLICY

For purposes of this policy, "Chair" means the Trustee presiding over the Board meeting in accordance with the Bylaws.

A. Members of the Cooperative who attend a regular Board meeting will be given an opportunity to address the Board during the Member Comments portion of the meeting. Member Comments provide an opportunity for members to present comments, concerns, or information to the Board.

1. Member comments will generally be limited to five (5) minutes per individual and twenty (20) minutes in total. The Chair may exercise discretion in managing the comment period to provide members a reasonable opportunity to address the Board while maintaining meeting efficiency.

2. Comments from members will be directed to the Board as a whole, rather than to an individual Trustee, as the Board acts as a body.

3. Lengthy comments to the Board should be submitted in writing.

4. Individual Trustees will not respond to member comments during the meeting unless recognized by the Chair.

5. The Chair may request information or comments from Trustees, the General Manager/CEO (CEO), staff, or others when circumstances warrant.

6. Appeals of staff or management decisions shall be handled in accordance with Policy 114 – Member Appeal of Staff/Management Decision and are separate from the Member Comments process.

B. The Chair or CEO may approve the attendance of invited non-members at Board meetings. Non-members who have not been invited to attend a Board meeting may request an opportunity to address the Board.

1. The request shall be submitted to the CEO and should identify the matter the non-member wishes to address.

2. The Chair, in consultation with the CEO, may approve the non-member's attendance and opportunity to address the Board.

3. Comments from the non-member will generally be limited to five (5) minutes. The Chair may use discretion in managing the time to provide a reasonable opportunity to address the Board while maintaining meeting efficiency. Lengthy comments should be submitted in writing.

4. Comments from the non-member will be directed to the Board as a whole, rather than to an individual Trustee, as the Board acts as a body.

5. The Chair may determine the portions of the meeting that the non-member may attend.

C. The Board may meet in executive session when it determines that confidential discussion is appropriate. Attendance shall be limited to Trustees and other persons invited by the Board to participate in all or a portion of the executive session.

D. Personal attacks, threatening or abusive conduct, or other behavior that disrupts the orderly conduct of the meeting shall not be permitted. The Chair may take reasonable action to maintain order.

E. Board meetings shall be conducted in an orderly manner consistent with the Bylaws and applicable Board policies. Robert's Rules of Order may be used as a guide for parliamentary procedure when appropriate.

III. RESPONSIBILITY

A. The President of the Board of Trustees shall be responsible for the administration of this policy.

10/19/2026
Date

/s/ Warren Schmidt
Board of Trustees, Secretary