

Framework for Brock Board of Trustees Open Meetings

The Brock Board of Trustees is committed to the principles of transparency and accountability. On this basis, all Board meetings, as well as the meetings of the Strategic Planning and Capital Infrastructure Committees, are open to the public. This framework sets out how open meetings are to be conducted to ensure that members of the Brock community are accommodated at meetings and that the Board of Trustees and its committees are able to carry out their responsibilities effectively.

1. **Who may attend**

Any member of the public may attend an open meeting, subject to space limitations. Priority will be given to Committee members and invited guests. Any remaining space will then be made available to non-members on a first come first served basis.

2. **Participation by non-members**

Non-members are permitted to attend as observers and may only participate in the meeting if invited by the Chair.

3. **Consideration of confidential matters**

The Board of Trustees and the Strategic Planning and Capital Infrastructure Committees are mandated by the Board Bylaws and Committee Charters to consider certain items in camera, such as personnel matters, contractual matters and donor reports. In addition, the Board may at any time decide by majority vote of those present and voting that the whole or part of a meeting be held in camera. Similarly, the Chair of a Committee may at any time excuse invited guests or members of public from the whole or part of a meeting to discuss confidential matters.

4. **Decorum**

All individuals attending Board or committee meetings are expected to behave in a respectful and civil manner and to refrain from any action which interferes with or distracts the work of the Board or Committee. The Chair of the Board and of each Committee has to power to require non-members to leave the meeting.

5. **Access to meeting documentation**

The schedule of meetings and agendas of the Board and the Strategic Planning and Capital Infrastructure Committees will be made available on the website of the Office of the Secretariat in advance of each meeting. Individuals attending meetings should be aware that the documents in front of trustees at meetings may include confidential documents and should not be visible to or viewed by others during open meetings.