

NATIONAL EMERGENCY NURSES ASSOCIATION



Board Policy	Board Meeting Observer
Number of Pages	1
Approval Date	February 2016
Past Revision Dates	May 2009, January 2016
Next Revision Date	November 2018

NENA Board of Director meetings are open to NENA members on a pre-arranged basis.

The objectives of open Board of Director meetings are to enhance the Board's accountability to those who have an interest in the Association's affairs and to facilitate member understanding of the Board's governance of the emergency nursing specialty.

OBSERVER POLICY

1. Those wishing to observe a NENA Board of Director's meeting will contact the NENA President with their wish to do so at least 30 days prior to the board meeting, when possible.
2. Number of observers allowed will be at the discretion of the Board.
3. If the request is less than 30 days in advance of a NENA BOD meeting, it will be at the discretion of the NENA Executive whether permission will be granted.
4. All observers shall be identified at the beginning of the meeting.
5. A review of observer expectations will be outlined at the start of the meeting and is as follows:
 - a. Observers, prior to the start of the meeting, must agree to confidentiality of matters discussed.
 - b. Observers will not be allowed to attend in-camera sessions.
 - c. All observers will have non-voting status.
 - d. Observers may not enter into the discussion of the business of the board.
 - e. The observer may comment in writing to their official representative while the meeting is in progress.
 - f. Observers cannot be elected to chair a standing committee, but may be considered as a committee member, at the discretion of the Executive.
 - g. NENA will not be responsible for any expenses incurred by the observer attending a NENA Board of Director's meeting (i.e. accommodation, travel, etc.).
 - h. If any observer becomes disruptive, they will leave the BOD meeting immediately at the request of the President.