

Ponderosa Community Services District

Effective date: September 5, 2026

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POLICY

Revised 107

Approved by: Board of Directors

ADM-107 Board Organization and Etiquette

This policy applies to all board members

- 1. Each December the board shall choose a President and Vice President to serve for the coming calendar year.**
- 2. Board members shall attend all regular and special meetings either in person or virtually.**
Except they may be excused with prior notice of the absence.
- 3. Board members will be asked to resign after three consecutive unexcused absences, or they can be removed from office through a board resolution.**
- 4. Board members will treat each other and the public with courtesy, tolerance, and respect.**
- 5. Board members will consider the needs and desires of the community when formulating and evaluating district policy.**
- 6. Board members will forward all complaints received to the appropriate administrative staff.**
- 7. Board members are not managers of district staff or district activities.**
Except when a board member is designated by the entire board to oversee or act as the point-of-contact for a specific project, then they will manage that project with appropriate staff, contractor, or consultant.
- 8. Board members may consult with managerial staff when fulfilling their obligation to ensure the district is meeting its goals and objectives.**