

NOTICE:

Attached is a handout for Item 7.1 for the September 21, 2021 Board packet.

Thank you.

**POLICIES AND PROCEDURES
FOR THE
BOARD OF DIRECTORS
OF THE
SANTA CLARITA VALLEY WATER AGENCY
(SCV WATER)**

August 20, 2019

**SECTION III, A.1
BOARD AND COMMITTEE MEETINGS**

III. BOARD AND COMMITTEE MEETINGS

A. Board Meetings

1. Quorum and Voting

Seven (7) or more Directors constitute a quorum of the Board. No Board meeting may be called to order nor may any action be taken without the presence of a quorum. As the number of Directors reduces consistent with Sections 9 and 10 of the Act, a majority of the number of authorized Director positions shall constitute a quorum of the Board.

The Board shall act, at properly noticed Board meetings, only by ordinance, resolution, or motion. Adoption of any ordinance, resolution, or motion requires an affirmative vote by a majority of the Board unless the action being taken specifically requires otherwise. Directors should vote (yes, no, or abstain) on all proposed Board actions unless a Director declares the matter to be a conflict of interest prior to discussion of the subject, in which case the affected Director should recuse him or herself from discussing and/or voting on the matter and leave the room until after the discussion, vote and disposition of the matter is concluded (Political Reform Act, Government Code §§87100-87105).

Voting on ordinances shall be by roll call vote, with the yes's and no's recorded in the minutes. When conducting a roll call vote, the Secretary shall call for the vote of each Director and for the vote of the President last.

Voting on resolutions and motions may be by voice or electronic system vote, ruled upon as either passing or failing by the President. The President or the Board Secretary shall announce if an action was unanimous and if it was not, which Directors voted against the action. On demand of any Director, a roll call vote shall be called to confirm the ruling of the President as to the outcome of a voice or electronic system vote.

Directors may participate in Board meetings by teleconference with Board approval, at the request of the Board president, or by approval of the Board President if circumstances are such that obtaining Board approval is not practicable. Unless requested by the Board President, Directors wishing to participate in a Board meeting using teleconference shall submit a written request to the Board President that includes the reason(s) for the request. The Board President shall place the item on the next Board agenda for consideration. It is the Board's position that Directors not participate in Board meetings by teleconference unless there is an important reason to do so. Any teleconferenced meeting shall comply with all of the requirements of the Brown Act.