**PINEDALE SHORES PROPERTY OWNERS ASSOCIATION GROUND RULES FOR BOARD MEETINGS**

**BOARD MEETING GROUND RULES**

The Pinedale Board of Directors conducts business using the relaxed version of Roberts Rules of Order for Small Business. If, however, it becomes necessary to keep order and do business, we may have to begin using the formal version.

**Ground Rules to follow are listed below:**

* Members must speak one at a time and only when the chair grants the floor.
* Stay on topic.
* Members must speak to the topic, not individuals.
* Members must be respectful.
* Open Forum is for attending members to ask question or make suggestions.
* During Open Forum, members may ask questions and provide comment. The board will answer member questions to the best of its ability. If the board does not have the information at hand to provide an immediate answer to a member question, it will find the correct information and provide an accurate answer to the member as soon as possible.
* Accusations toward the board or individual board members must be presented in writing, not in a board meeting.

**Actions to be taken if the above rules are not followed:**

1. Members who refuse to follow these guidelines will be asked by the chair to comply.
2. If member continues to be disruptive, they will be asked to leave the meeting.
3. If member refuses to leave, the Ashville Police Department will be called to remove the member from the meeting.