

HFSC Board Meeting and Visitor Protocol

In an effort to make planning for and attending Board meetings easier for Board members, staff, and community members, HFSC will return to regularized Board meeting dates and times. HFSC will hold Board meetings at the Foundation office on odd numbered months and Board-only conference calls (CC) on even numbered months, beginning in March 2007. Meetings will begin at 6pm on the fourth Wednesday of every month. A Board meeting date will only be rescheduled if it conflicts with other major meetings or events in the hemophilia community, such as the NHF Annual Meeting or HFSC summer camp, or if a quorum has not been guaranteed by a count of RSVPs at least one (1) week prior to the meeting. Emergency meetings of the full Board or of the Executive Committee via conference call may be held, but generally, new business requiring discussion and action, as determined by the Executive Committee, will be agendized for the next regularly scheduled Board meeting.

Visitors will be welcomed at Board meetings held at the Foundation office, but may be respectfully asked to leave during the last thirty (30) minutes for the Closed-door Session during which the Board may discuss matters requiring privacy by professional ethics or confidentiality laws. Visitors who would like to address the Board during the Visitor Comment Period at the beginning of the meeting, may request to be agendized by calling the Foundation office no later than one (1) week prior to the Board meeting, providing the nature of the address, and submitting a Conflict of Interest Statement within three (3) business days. The number of visitors in attendance will be unrestricted, but no more than two (2) visitors, or groups of visitors, will be allowed to address the Board at each Board meeting, and visitor comments will be limited to 10 minutes per visitor/group so as to allow the Visitor Comment Period to be divided into two (2) 10-minute addresses, totaling 20 minutes. Conflict of Interest Statements will be read aloud by the Secretary prior to each address.

Board-only conference calls will not include staff or visitors.

Schedule of HFSC Board Meetings for 2007

January 24
February 2 (CC)
March 28
April 25 (CC)
May 23
June 27 (CC)
July 25
August 22 (CC)
September 26
October 24 (CC)
November 28
December 26 (CC)

Additional HFSC Board Meetings for 2007

February 23 (Unscheduled CC)
February 28 (Strategic Planning Meeting)