

**Freedom POND Cooperative, Inc.**  
**Ground Rules for Participation Policy**

In order to assure that Board and Membership meetings are productive and without disruption, the Board of Directors has adopted the following Ground Rules for Participation.

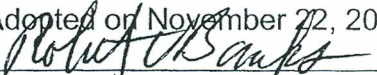
**When a Board or Membership meeting is called to order:**

- The Chairman sets the agenda, and keeps it on task and on time.
- Discussion is limited to the subject at hand.
- Only one person may speak at a time. Side conversations are not allowed.
- People are not to speak until the Chair has recognized them.
- Cell phones are turned off, or on 'vibrate.'

**When speaking:**

- If you have a concern or issue to discuss, make it about the issue or concern, not the person/people involved.
- Voice volume should not be louder than necessary for people to hear.
- When making a motion, speak slowly, clearly and be concise.
- Remain positive during discussion, with a focus on how to improve the co-op.
- Past problems are learning experiences and are not to be used in a negative fashion for discussion on current issues.
- Speak politely. It is never acceptable to verbally attack another person. Members who engage in this behavior will be asked to leave.

Adopted on November 22, 2013

  
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Bob Banks, Secretary