

4.0 COMMUNICATION PROTOCOL

Any action required or permitted to be taken by the Board may be addressed by mail, telephone, or email. Because Directors live in widely separated locations, decisions may be expedited using on-line email discussions.

ARARA email discussions should include the following fields:

Topic:

Board Action Required by: (date)

Discussion Ends: (date)

Vote Will Be Taken On: (date)

Your Advice is Requested: yes/no

Your Consent is Requested: yes/no

Discussion:

Summary of Board Action: (vote tally, actions taken, and by whom)