

ROCHESTER PUBLIC UTILITIES  
BOARD POLICY STATEMENT

POLICY SUBJECT: BOARD ORGANIZATION

POLICY OBJECTIVE:

The Board's objective is to organize itself and to carry out its duties and responsibilities in an efficient and business-like manner in accordance with applicable provisions of the Rochester Home Rule Charter and other pertinent laws.

POLICY STATEMENT:

1. The Public Utility Board shall be organized in accordance with Sections 15.00 through 15.03 of the Rochester Home Rule Charter.
2. The Board shall each year, at the first regular meeting in May, elect a President and Vice President from its membership and appoint a Secretary, as prescribed by the Rochester Home Rule Charter. Only Board members whose terms will not expire prior to the next election are eligible for election. The Board's election and appointment may be deferred to a subsequent regular or special meeting in the event of circumstances which prevent the attendance of a quorum, at least three (3) members. The Board's President, Vice President and Secretary shall take office upon adjournment of the meeting when elected and shall serve until replaced by an election held or an appointment made when a quorum is present at a regularly scheduled meeting.
3. The Board President is responsible for calling special meetings of the Board, for establishing the meeting agendas, and for conducting the meetings. The President is also authorized to appoint Board members to *ad hoc* committees or to make other assignments as may be required.

At any time when the Board President is unavailable or otherwise unable to carry out his/her responsibilities, the Vice President will cover the absence until the Board President returns or a President pro tem is appointed by a quorum of the Board at its next regular meeting.

4. The Board President shall, each year at the first regular meeting after election, appoint each Board member to serve as Board-management liaison for the following functions:

Finance/Accounting Audit

Communications

Strategic Planning

Operations and Administration

Policy

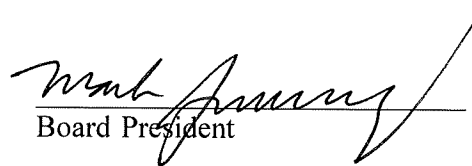
The appointments shall be effective for the next ensuing year, unless changed earlier by the President.

RELEVANT LEGAL AUTHORITY: Rochester Home Rule Charter Sections 15.00, 15.01, 15.02, 15.03.

EFFECTIVE DATE OF POLICY: September 24, 1985

DATE OF POLICY REVISION: March 27, 2018

POLICY APPROVAL: March 27, 2018

  
Board President

3-27-18  
Date