McHENRY UTILITY ASSOCIATION, INC.

MEMBER ATTENDANCE AND PARTICIPATION AT BOARD MEETINGS

Effective November 3, 2026

1. Purpose and authority

This policy establishes reasonable procedures for attendance, observation, and member communications at meetings of the Board of Trustees. It is intended to support orderly association governance, protect confidential information, and preserve the rights afforded by the Association's governing documents and applicable law. It does not amend the Articles of Incorporation or Bylaws.

2. Applicability and governing documents

This policy applies to regular and special meetings of the Board of Trustees, except where a controlling provision of the Articles of Incorporation, Bylaws, a binding agreement, or applicable law requires a different procedure. The Board shall interpret and administer this policy consistently with those authorities. The Association's status as a nonprofit rural water provider does not, by itself, establish that every meeting is subject to the Mississippi Open Meetings Act; any legal obligation must be evaluated based on the Association's actual status and circumstances.

3. Member attendance and observation

Association members may attend and observe the nonconfidential portions of regular Board meetings, subject to available space, safety requirements, and orderly conduct. Attendance does not confer a right to participate in deliberations, make motions, second motions, or vote. The presiding officer may recognize a member for clarification or comment. Special meetings may be limited to the business identified in the notice, subject to the Bylaws and applicable law.

4. Advance requests and agenda items

Members wishing to present questions, concerns, supporting materials, or a request to address the Board should submit them in writing to the Secretary/Treasurer at least five (5) business days before the scheduled meeting. The submission should include the member's name, contact information, subject, and requested action. The Secretary/Treasurer shall forward submissions to the President and trustees for review. The Board or presiding officer determines whether and when a matter is placed on the agenda, consistent with governing documents. The five-day period is an administrative procedure, not a bar to submitting urgent safety concerns or exercising rights guaranteed by law or the Bylaws.

5. Member comment period

When a member-comment period is included on the agenda, the presiding officer may recognize members who timely requested to speak. Each recognized member ordinarily has up to three (3) - five (5) minutes, unless additional time is authorized. Comments shall be directed to the presiding officer, not individual trustees or attendees. The Board may receive comments without immediate discussion or decision and may refer the matter for later review. No general right to speak during Board deliberations is created by this policy.

6. Questions arising during a meeting

Members observing a meeting shall not interrupt proceedings. Questions or concerns arising during the meeting should be submitted in writing to the Secretary/Treasurer after the meeting for

consideration at an appropriate later time. The presiding officer may invite a question or clarification when doing so will assist the Board.

7. Confidential or restricted portions

The Board may restrict attendance for portions of a meeting involving confidential customer account information, personnel matters, attorney-client communications, security matters, or other sensitive business when permitted by the governing documents and applicable law. Members will be asked to depart for the restricted portion and may return if an open portion resumes. The Board shall not use this provision to deny attendance where a law or governing document requires an open meeting. If the Mississippi Open Meetings Act is determined to apply, any executive session must satisfy its specific statutory procedures and permitted grounds; a general confidentiality concern alone is not sufficient.

8. Conduct and safety

Attendees must remain respectful and refrain from threats, intimidation, harassment, profanity directed at persons, repeated interruptions, unauthorized access to records or work areas, and conduct that obstructs the meeting. The presiding officer may issue a warning, direct a disruptive person to stop, recess the meeting, or require removal when necessary and legally permissible. Any exclusion should be based on conduct and safety rather than disagreement or lawful criticism. Immediate threats may be referred to law enforcement. Recording and device rules, if any, must comply with applicable law. Continued disruptions will result with the presiding officer adjourning the meeting.

9. Board deliberation and decision-making

The Board retains exclusive authority to conduct Board business, deliberate, make and second motions, and vote in accordance with the Bylaws. Member attendance does not require the Board to open every deliberation to public comment. A meeting may continue without members present only where a lawful restriction or governing-document provision permits it; the Board may not impose a blanket closed-session rule inconsistent with a member attendance right.

10. Notice and administration

The Secretary/Treasurer shall maintain the meeting schedule and receive written submissions. Meeting notices, agendas, minutes, and any member inspection requests shall be handled as required by the Bylaws and applicable law. This policy does not create new rights to confidential records or diminish existing inspection rights. The presiding officer is responsible for consistent, viewpoint-neutral enforcement.

11. Adoption, review, and amendment

This policy takes effect only after approval by the Board at a duly convened meeting with the required quorum and vote. The Board may review and revise it by appropriate action, provided no revision conflicts with the Association’s governing documents or applicable law.