

# College of Nurses of the Northwest Territories and Nunavut



Category: Board Policy

<b>POLICY NAME</b>	Observers at Board Meetings		<b>POLICY NO.</b>	B1	
<b>EFFECTIVE DATE</b>	September 25, 2024	<b>DATE OF LAST REVISION</b>	September 2022	<b>VERSION NO.</b>	5
<b>APPLIES TO</b> Apply group names to define applicable areas of staff. CNNN Board of Directors, CNNN members and the public					

VERSION HISTORY				
VERSION	APPROVED BY	REVISION DATE	DESCRIPTION OF CHANGE	AUTHOR
5	Board of Directors	2024	New format, minor changes	Executive Director, Megan Wood
4	Board of Directors	2019	Revision	Executive Director
3	Board of Directors	2004	Revision	Executive Director
2	Board of Directors	2000	Revision	Executive Director
1	Board of Directors	May, 1997	Creation	Executive Director

## PURPOSE

Describe to what and to whom this policy applies.

Observers at meetings of the Board of Directors Applies to CNNN Board of Directors, CNNN members, the public.
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## POLICY

<ol style="list-style-type: none"><li>1. CNNN members and the public are welcome to attend meetings of the Board of Directors as observers.</li><li>2. Observers will receive a copy of the meeting agenda. Additional background information/documents will be provided as required.</li><li>3. The Chair of the meeting may, at their discretion, permit observers to participate in discussions, ask questions for clarity and/or provide feedback to the Board of Directors.</li></ol>
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4. The Chair of the meeting may, at their discretion, call for an in-camera session for confidential business.
5. The Chair of the meeting may, at their discretion, ask an observer to leave the meeting.

## PROCEDURES

To attend, members of CANN or the public should contact the CANN office a minimum of 5 working days before the meeting. This will provide CANN employees with time to arrange [a virtual link](#) or additional meeting space if required.

## TERMS AND DEFINITIONS

Define any acronyms, jargon, or terms that might have multiple meanings.

TERM	DEFINITION
CANN members	CANN members who are not on the Board of Directors
The public	Members of the public who are not on the CANN Board of Directors

## CONDITIONS AND EXCEPTIONS

Observers are responsible for any expenses incurred to attend a meeting of the Board of Directors.

## AUTHORITY AND ACCOUNTABILITY

ROLE	RESPONSIBILITY
CANN Board of Directors	Governed by NT Nursing Profession Act (2023) S.20.(1)(g), (z.36), 22.(1),(2), 24. NU Nursing Profession Act (2023) S. 16.(f),(av), S.18,19 and CANN Bylaw 8. The Board of Directors has the authority to revise this Policy as required.
President or alternate Meeting Chair	Accountable to the Board of Directors, the members and the public, for the implementation of this policy and may delegate any related administrative tasks.
Executive Director/Registrar	Accountable to the Board of Directors and ultimately to the members and the public, for the implementation of this policy and may delegate any related administrative tasks.