



FEATHER RIVER RAIL SOCIETY POLICY

Conference Call Access Policy

Effective Date: 02/07/2015

Legal Review Date:

Next Review Date: 02/07/2025

Replaces:

PM0038

Policy Statement

It is Feather River Rail Society policy to communicate with volunteers and members in an open, timely, professional and accurate manner. FRRS Board of Directors meetings are open to the public, however the FRRS Board of Directors may use a telephone/electronic conference calling solution to hold a meeting due to weather, health reasons or other appropriate reasons, the access to the conference call will be by invitation only.

Conference call access is restricted to:

- Directors
- Officers
- Department heads
- Committee heads

All other persons shall be invited and/or a request can be made to the society secretary 14 days in advance of any scheduled FRRS Board of Directors or special meeting.

Should there be an emergency need to add other members or persons to the conference call, permission must be given by two officers of the board and/or one officers and a department head.

Overall Accountability

The FRRS President and Board of Directors are responsible for issuing, updating, and monitoring compliance with this policy.

Scope

This policy applies to all member(s), volunteers, officer(s), director(s) and employee(s) of the Feather River Rail Society/Western Pacific Railroad Museum.

Definitions

Communications include the dissemination of information by use of video, printed materials, graphics, photography, slides, speeches, telephone, e-mail newsletters and special events (including personal appearances by officers).

Implementation

The Board of Directors (through the chairperson) and/or the FRRS President, along with all department heads, are responsible for communications to all member(s) dealing with subjects of the Feather River Rail Society in any nature, and which are directed at the member(s).

References

1. Policies and Procedures
2. Operating Department Procedures

Change Log:

Rev Number	Changes	By	Date
1	Initial Issue	Board of Directors	2/07/2015
2	Add to policy manual and new policy format.	Kerry Cochran	12/14/2021
3	Change policy number due to conflict and added comments input	Kerry Cochran	12/16/2021