



MEMORANDUM

DATE: March 17, 2021

TO: Campus Community

FROM: CSU San Marcos Foundation Board of Directors

SUBJECT: Public Attendance at Board Meetings

Pursuant to California Education Code 89920-28, the California State University San Marcos Foundation Board establishes the following protocol for public attendance at meetings of the CSUSM Foundation Board of Directors:

1. Members of the public (excepting agenda-topic presenters) attending a meeting should arrive early and introduce themselves to Foundation staff before the meeting convenes.
2. Those wishing to attend and comment on a Foundation matter or agenda topic should contact Foundation staff for a *Comment Request Slip* to be completed and returned to the Board Secretary. Comment requests are encouraged to be submitted one week in advance of the meeting date.
3. The Chair will call upon those requesting comment in order during a Comment Period.
4. Comments shall be limited to three (3) minutes. A meeting held by remote means requires those called upon for comment to activate both audio and video features of the connection.
5. The Board may or may not respond to comments.
6. Advanced expressed written consent of the Board is required to record video or audio in the meeting – one week prior to the meeting.
7. Contact Foundation staff at foundation@CSUSM.edu to request a *Comment Request Slip*.

Anthony L. Jackson
Anthony L. Jackson (Mar 18, 2021 11:21 PDT)

Anthony L. Jackson
Chair of the Board

Neal Hoss
Neal Hoss (Mar 18, 2021 11:14 PDT)

Neal R. Hoss
Executive Director