



NORTH OF PANHANDLE NEIGHBORHOOD ASSOCIATION

NOPNA Tactical Guidelines Discussion

The NOPNA Tactical Guidelines is how we react to events as they unfold.

Discussions over Email

- Proposals, Positions and Issues should go through stages
 - PROPOSAL Stage: What is it we need to discuss? What are the facts?
 - DISCUSSION Stage: An open, time limited dialog about what the PROPOSAL is
 - VOTING Stage: A call for a vote
 - RESOLUTION Stage: Confirmation of the vote and what we decided
 - INFORMATIONAL: Information to share with the group that does not require action yet.
- The president will facilitate this process
- Urgent matters shall be stated as such
- A time frame to respond will be in the subject of the email

Discussions over the Phone or in Person

- If a particular issue is controversial or complex, the president or board member in charge can call a phone conference.
- NOPNA will secure a phone conference plan for this specific use.

Queries from Other Organizations or People

- Not all decisions need a board vote
- Do what you think is right. Follow the NOPNA Mission and Strategic Vision
- Major commitments of time and money do require approval
- Formal Board positions also require approval

Spending Money

- Board members can spend up to \$50 on neighborhood related activities without approval



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- Approved budget items can also be spent without additional approvals
- Policy on purchasing materials for volunteers
 - Any hardware, software or materials that volunteers need must be solely used for NOPNA. NOPNA will retain ownership and the hardware, software or materials will be loaned to the volunteer.

General Meetings (See Document on Preparing and Holding General Meetings)

- Strive to publish the Agenda the Monday before the meeting
- Categorize speakers into Informational (5 min) and Featured (10-20 min)
- Some time shall be set aside for last minute announcements. This is at the sole discretion of the President.