

**MULTNOMAH COUNTY MASTER GARDENER™ ASSOCIATION POLICY  
PROPOSING AND ADOPTING POLICY AND PROCEDURE**

FIRST APPROVAL: 2018.1.23

FINAL APPROVAL/ADOPTED: 2018.2.27

REVISION: 2021.09.28 (September 28, 2021)

**PURPOSE** The purpose of this Policy is to ensure a fair and intelligent method of defining policies and procedures which are informed and helpful for the smooth operation of the organization.

**PROCEDURES**

1. Any current Multnomah County Master Gardener™ Chapter member may propose a new policy or procedure for the Board to consider.
2. New policy or procedure proposals, as well as proposed policy or procedure revisions, will be reviewed by the President and distributed to the Board members, at least five (5) days in advance of a Board meeting, for discussion. Board and Chapter members can participate in the discussion of a proposal.
3. A new or revised policy or procedure must be approved by a majority of the Board. If approved, the proposal becomes an official policy or procedure of the Chapter.