PROCEDURE FOR EXECUTIVE SESSIONS
Adopted by the AGA Board of Directors on July 13, 2008.

Prior to entering an executive session, the Board first shall meet in open session. At this open meeting, the Board shall enter an executive session only after a majority of the Board votes to accept a motion to enter the executive session. The motion shall clearly and with specificity describe the subject of the proposed executive session without defeating the purpose of addressing the subject in private. Unless stated in the motion for executive session, or auxiliary to the main question, no other subject may be discussed in that executive session. The only subjects that the Board may discuss in executive session of the Board are:
1) Matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the AGA,
2) Subjects that tend to prejudice the reputation and character of any person, provided the person may request a public discussion,
3) Matters which by policy or by-law are required to be confidential, or
4) Matters involving consideration of AGA corporate records that by law are not subject to public disclosure.

The Board may not take action in an executive session, except to give direction to an attorney or an arbitrator regarding the handling of a specific legal matter or contract negotiations. All other actions of the Board must be made in an open meeting.