

BOARD OF FINANCE
Telephone (203) 563-0114
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TOWN HALL
238 Danbury Road
Wilton, Connecticut 06897

Jeffrey Rutishauser, *Chairman*
Walter Kress, *Vice Chairman*
John Kalamarides, *Clerk*
Peter Balderston
Stewart Koenigsberg
Ceci Maher

Proposed Rules and Procedure for BOF Regular and Special Meetings

1. Quorum

- Four BOF members are required for a quorum with at least three BOF members being physically present in the Meeting Room.
- If no quorum is established, the meeting will not be called to order.

2. Electronic Participation

- BOF members should make every effort to attend meetings in person
- If a member cannot attend the meeting in person but has the ability to dial in to the meeting room *at the start of the meeting*, they will be able to participate in the meeting by phone, including voting, as if they were present in the meeting room.
- Dialing in *after* the meeting has started will not be permitted.