

POLICY NO. 300-100

TITLE: SPECIAL MEMBER MEETINGS



I. OBJECTIVE

To establish a process and requirements for special member meetings and votes of the membership within the parameters of the Coos-Curry Electric Cooperative, Inc. (CCEC or Cooperative) Bylaws.

II. POLICY

The CCEC Bylaws allow members to call a special meeting with signatures of 10% of all members. A vote of the full membership via written or electronic ballot may be held if one is required by law, the CCEC Articles of Incorporation, or the Bylaws. The following requirements will apply to any petition to call a special member meeting and vote:

- A.** Prior to gathering the required signatures, any member seeking to call a special member meeting must draft a petition that complies with the requirements of this Policy and submit it to CCEC for review and approval. The petition need not be in any particular format, so long as it is clear and complies with the requirements of this Policy. The CCEC Board of Directors will review all petitions for compliance with this Policy and approve them to be released for member signature. A petition that is not approved by the Board of Directors before signatures are gathered will not be accepted. The Board of Directors may not refuse to approve a petition that meets the requirements of this policy.
- B.** All petitions must clearly state the purpose or purposes of the special member meeting and must do so with specificity. General statements (such as “discuss cooperative governance”) will not be accepted.
- C.** A petition must be signed by at least ten percent (10%) of all current members. All signatures must be gathered within three (3) months of the date of the petition, which will be the date the petition is approved by the Board of Directors. Members must also print their name and provide either their service address or phone number to verify membership.

- D. If a petition seeks a vote of the membership, the petition must contain the exact language to be voted on. A vote must be on one subject only. A petition may seek more than one vote.
- E. A petition may only seek votes of the membership where a membership vote is required by law, the Articles of Incorporation, or Bylaws. Examples of such votes include a vote to amend the Bylaws, a vote to amend the process for selling or dissolving the Cooperative, or a vote to recall a Board member. Petitions that seek votes on administrative matters (such as the Cooperative's rates or regulations) will not be approved.
- F. Once in receipt of an approved petition with all required signatures, CCEC personnel will verify the signatures and, if the 10% threshold is met, will prepare a notice of the special meeting, which will include the purpose or purposes of the meeting as stated in the petition. If a vote is to be held, CCEC will also prepare a ballot, which will be mailed or delivered electronically to all members along with the notice.
- G. If a vote is to be held, CCEC will prepare a neutral explanatory statement of the issue or issues to be voted on. A single statement both for and against each issue may also be included, with the sponsor of each statement identified. The Board of Directors may sponsor either the statement for or against the issue, in its discretion. Additionally, in its discretion, the Board of Directors may include additional issues for the members to vote on that were not included in the petition.
- H. All special member meetings shall be subject to the quorum requirements of the Bylaws. If a vote of the membership is held, the results of the vote will be released at the special meeting. The special meeting may include additional discussion and information only on the purpose or purposes for which the meeting was called, but no other action will be taken.

III. RESPONSIBILITY

The Board of Directors shall be responsible for administering this policy.

ATTEST:



John Herzog, Secretary

Date: 9/25/2025

Date Adopted: 10/27/2022