

## SBI List – how we use this list

*Seasoned Business Items lists are similar to “consent agendas” of the business world. The list of items is published in advance with an expectation of approval without discussion at an upcoming business session. These are items that the Clerk believes need a decision or need to be recorded in our minutes but do not require any consideration during the business session. Anyone may seek clarification from a contact person in advance, if one is designated by an item on the list. Anyone may request that the Clerk remove any item from the Seasoned Business Items list. This can happen up until the time when we are ready to approve the list. The Clerk will first ask if any items need to be removed from the list. The Clerk will then ask for approval of the entire list. No explanation is needed when asking for an item to be removed from the list just before approval. When asking for an item to be removed from the list in advance, it would help the Clerk to know why. Items removed from the Seasoned Business Items list can be added to a regular business agenda, immediately or in a future session.*