

Policies and Procedures of the National Continuing Care Residents Association (NaCCRA)

Transparency

NaCCRA shall advocate for a policy of transparency between providers and residents of CCRCs. Consistent with that policy, NaCCRA shall conduct its operations, both externally and internally, in a manner to exhibit transparency wherever possible.

All correspondence of the organization, including minutes of meetings, shall be considered in the public domain, and made available to all members. Official emails providing direction to the Board, officers and members, shall be retained by the originator and made available for distribution on request.

Officers are encouraged to use the internet, websites, the newsletter, and Council of State Presidents as avenues for communication.

Minutes of meetings shall include the language of all motions properly made and seconded, and the results of the vote on them. When the motions are controversial, and the issues in discussion deemed important, an unbiased summary of the issues discussed will be provided couched so as not to disparage the character of any member or individual.

Minutes of meetings designed to elicit and develop program ideas or disclose the extent of opinion over one or more issues without reaching conclusions shall summarize the extent of the discussion and the major points made.