

E. TRANSPARENCY POLICY

It is the policy of the USDF that openness and transparency in the decision making process is to be followed by all its entities subject to the guidelines contained herein:

1. Executive Board (EB)
 - a) The President shall cause all materials submitted to the EB to be accessible to USDF delegates of record via a secure location. These materials will be published in a reasonable amount of time prior to any EB meeting except for:
 - i. Confidential personnel information;
 - ii. Confidential financial information;
 - iii. Privileged attorney work product or attorney client communications; or
 - iv. Material the President specifies not be published provided a majority of the EB must ratify this decision no later than 30 days of the President's specification or the information shall be published.
 - b) Except as specified in (a) above, the President shall cause minutes of all meetings of the EB to be published on the USDF website no later than 45 days of the meeting. Such minutes shall include votes on all motions and a summary of the arguments for and against the motions such that the membership may fully understand the actions of the EB.
 - c) With the President's approval, proposed Policies & Procedures edits will be posted on the website, and the USDF membership will be notified by e-mail of the posting no later than fourteen days prior to the spring and fall meetings.
2. Committees and Councils
 - a) The chair of each committee or council shall cause to be published on the USDF website those materials listed in (b) below so that the membership may fully understand the actions of the committee or council except:
 - i. Confidential personnel information;
 - ii. Confidential financial information;
 - iii. Privileged attorney work product or attorney client communications; or
 - iv. Material the chair specifies not be published provided a majority of the members of the standing committee or council must ratify this decision no later than 30 days of the chair's specification or the information shall be published.
 - b) The following council and committee materials shall be published on the USDF website no later than seven days before the meetings as specified below:
 - i. Council and committee reports prepared for the spring EB meeting; and
 - ii. Council and committee reports prepared for the fall EB meeting;
 - c) The following council and committee materials shall be published on the USDF website no later than 45 days after the meetings as specified below:
 - i. Council and committee reports prepared for the annual BOG meeting.
3. In order to fulfill the transparency policy stated in Article II, Section 3 of the Bylaws, all members of the EB, councils, task forces, and committees may use their discretion to discuss items brought before such groups with the membership with guidance from the president or committee chair as applicable.