



*The 912 Project of the Lehigh Valley, Inc.*

## ***LVTP Policies – 2025***

### **Meeting Attendance**

LVTP General membership meetings are open to Regular and Associate members and their accompanying guests. Members must 'check in' to the meeting. Their guests must complete a guest sign-in form. Any attendee may be asked for photo ID for any reason.

### **Meeting Conduct**

Meeting attendees shall conduct themselves in an orderly and respectful fashion. Attendees wishing to speak, must wait for a microphone. Anyone shouting out during the meeting or otherwise acting in an unruly manner may be asked to leave and if refusing, may be escorted out. This may be followed by further disciplinary measures including revocation of membership, or a ban from further meeting attendance.

### **Meeting Privacy**

In order to protect the privacy of our meeting attendees, no photos or video recording is permitted without prior approval by the meeting Manager/Producer.

### **Meeting Security**

Every meeting or event (including demonstrations, flag-waves, etc.) shall include an appropriate number of security people whose role is to address any security issues. Their primary function is to observe attendees and if necessary, contact police. At no time is physical contact expressly or implicitly authorized. Further, surveillance cameras shall be deployed for all events, where practical. Surveillance camera recordings shall be retained for at least 30 days.

### **Prohibited Attendance**

Any individual or group of individuals who are known or reasonably suspected to be planning to attend a meeting in order to disrupt or otherwise harm the organization or its members may be prohibited from attending any given meeting regardless of the individual's membership status.

### **Literature, Cards and other Handouts**

LVTP staff distributes various handouts at our meetings. No materials other than those previously approved by the meeting Manager/Producer may be distributed. This includes campaign materials by party nominees.

### **Political Candidates/Nominees**

No political candidate or nominee may address the LVTP membership without first being vetted by the LVTP board or Steering Committee. While we appreciate diverse ideas among candidates, our membership expects us to filter out extreme views that are intended to do harm to our organization.

*PO Box 91011 Allentown, Pennsylvania 18109*

### Petition Signing

No political candidate, other than those previously approved by the LVTP board or Steering Committee, may request petition signatures at any of our meetings.

### Vendor Tables

Vendor Tables are for LVTP use only, except in the case where a meeting speaker has requested one and it has been previously approved by the meeting Producer, and except in the case of a Coffee Sponsor. With either of these two exceptions, the table is for that one meeting only.

### Board Member Conduct

All LVTP board meetings, conversations, discussions, plans and board member contact information shall be treated as confidential by all board members. Violations of this trust shall be grounds for removal from the board.

### Promotion of Ideas & Opportunities

Any individual wishing to address the LVTP board to promote an idea or opportunity must first submit a written summary of said idea or opportunity. If upon review the board holds an interest, the party will be invited to address the board and provide details.

### Price Quotes

Generally, all purchases of equipment or services other than routine purchases, require that the person making the purchase obtain three quotes. (Example1: our ballroom rental cost for a monthly meeting at Fearless Fire which includes coffee is around \$500. If we hold a special event at this location, we must get a quote for that particular event. Example2: We wish to change or add to our existing insurance policy. We must get 3 quotes.)

### Special Event Budgeting

Since it is possible to lose money on the production of a special event, all such events require a proposed budget prior to being approved by the board. This budget shall include all projected revenue, all projected expenses and the projected net/profit/loss.

### Gun Raffle Revenue

It has been our policy in the past to credit the 2A committee account for 1 out of every 4 gun raffles because of their ticket sales outside of the general meeting. However, since the 2A committee is not meeting regularly these days and therefore not selling tickets outside of the general meeting, all Gun Raffle ticket sales shall go to the general Raffle fund until further notice.

### Policy Publication

A current list of policies shall be published on the LVTP website under 'Documents' and shall be accessible at all times.

### Policy Changes and Renewal

The board may change policy at any time by majority vote with a quorum present. All policies are subject to renewal on or about the first board meeting of each year.