



BOARD OF TRUSTEES POLICIES

Subject: Financial, Customer or Employee Information Requested By Individual Trustees of the Board Policy			Policy No.: 109
Original Issue: 11/01/1978	Last Revised: 02/15/2017	Last Reviewed: 5/19/2023	Page: 1 of 1

PURPOSE

To address requests for any information by individual Trustees of the Board.

ACCOUNTABILITY

The Board of Trustees and CEO and General Manager (GM) of Jemez Mountains Electric Cooperative, Inc. (JMEC) is accountable for ensuring implementation of and adherence to this policy.

SCOPE

This Policy covers all records, documents, reports, surveys, financial reports, or other similar material, produced, developed, or received by JMEC.

POLICY

Information requests by individual Trustees of the Board must go through the GM and General Counsel. If either the GM or General Counsel has a concern about the request, he should consult the JMEC Board President. Upon the advice of the JMEC 's General Counsel and/or JMEC Board President, the request may be taken before the full JMEC Board of Trustees for consideration. This Policy excludes personnel and legal information as well as information of a confidential or sensitive competitive nature including that but not limited to JMEC trade secrets, matters relating to information subject to JMEC non-disclosure agreements, and potential conflicts of interest regarding a specific Trustee request and threatened or pending litigation.

1. All information requested will be distributed to all Trustees by the GM; and
2. The implementation of this Policy should in no way contradict the JMEC Bylaws.
3. The GM shall be responsible for informing the JMEC Board of Trustees of the confidential nature of the requested information.

 Dennis Trujillo	_____, President of the Board	Date: <u>6/28/2023</u>
 Marcelina Martinez	_____, Chair of the Policy Committee	Date: <u>6/28/2023</u>