

Email Voting

Policy

Email votes are appropriate when the item(s) in question are not controversial and are time sensitive and do not require extensive background and explanation.

Purpose

The goal of the Email Voting Policy is to expedite the process of efficiently dealing with emergent issues between Board meetings.

Procedures

1. If the Chair, in consultation with the Board, believes that the item might require extensive discussion, s/he will defer voting until the next meeting.
2. Email motions and voting will parallel the procedures followed at any properly called Board meeting.
3. Any Board member can make a motion for an email vote.
4. No discussion can occur until the motion is seconded. Information related to the motion can be provided with the motion.
5. Reply All will be used for all discussion and voting.
6. The Secretary will set the timelines.
 - a. 72 hours for discussion, discussion comments will be labelled as Comments
 - b. 72 hours to vote.
 - c. Secretary will tally the votes, the motion requires a majority vote
 - d. Secretary will put the results on the Agenda for the next Board meeting so the result can be recorded in the minutes.
 - e. The 72 hours timeline may be waived if all discussion is completed or every Board member has voted.

Approved September 22, 2020

