**CALS EMAIL VOTING PROCEDURES**

NOTE: CALS voting procedures are not anonymous. Each person votes by show of hand.

1. An email vote is not a meeting, but rather approval obtained separately from all board

members.

2. The topic to be addressed should be kept as simple as possible; preferably one item.

3. Since an email vote is not a meeting there can be no discussion on the resolution.

Therefore, any resolution by email vote must be passed by unanimous consent of all eligible

voting members, or it must be rolled over to a proper meeting where deliberation can occur prior to a vote.

4. The resolution can only pass by unanimous consent if everyone who is eligible voted, and the approved resolution must later be ratified at a regular meeting.

5. So long as there are no objections or “no” votes, abstentions do not affect the e-vote

Process.

Reference to Robert's Rules reveals an interesting fact about email votes, which is that email votes are not meetings. A call for a simple vote by email does not satisfy the requirement of simultaneous aural communication among all participants equivalent to the one room or area rule [8:2(1) and 9:31]. This rule goes to the heart of preserving the deliberative nature of a democratic assembly [1:1]. Also, under general parliamentary law a board can transact business only in a regular or properly called meeting of which every board member has been sent any required notice (9:2-5, 9:13-16) and at which a quorum (40:5) is present. The personal approval of a proposed action obtained separately by telephone, by individual interviews, or in writing, even from every member of the board, is not the approval of the board, since the members lacked the opportunity to mutually debate and decide the matter as a deliberative body [49:16]. This means that an email vote is not a meeting, so technically it is not a valid means to transact business except that it can be made valid through the process of ratification at the next regular meeting. The motion to ratify is used to confirm or make valid an action already taken that cannot become valid until approved by the assembly.

However, unanimous consent is permissible under Robert's Rules even though it deviates from the normal deliberation requirement because if everyone votes and everyone votes "yes" there is no minority, and if there is no minority to protect there is no need for deliberation. However, if anyone votes "no" or objects the question must be rolled over to an actual deliberative meeting that does comply with 8:2 or 9:31, so that the rights of the minority can be protected through the deliberation process. A note on abstentions. Can a member(s) abstain from an email vote and still have that vote be permissible under this framework? Yes. So long as all members manifest receipt of the notice of an email vote, and no objection thereto, abstentions do not affect this process. This is because, “To “abstain” means not to vote at all….” [4:35] So long as no one objects or affirmatively casts a “no” vote, the e-voting process remains valid, so long as it is later ratified.