

COUNCIL - ELECTRONIC MEETINGS

(was # 503-1) APPROVED BY FALL CONFERENCE, REVISION “0“, DATE 11/6/2004

The D31 Bylaws, Article V, Section 5.04.03, allows the council to have emergency meetings by electronic means provided a quorum of the council members participate.

THIS PROCEDURE SHALL APPLY ONLY TO EMERGENCY MEETINGS WHICH MUST BE HELD BY ELECTRONIC MEANS DUE TO THE URGENCY OF CONDITION.

The district commander shall decide if an electronic emergency meeting is necessary, or if a called emergency council meeting in person will suffice.

Procedure and timing for an emergency “electronic” meeting shall be as follows:

- Step 1. The district commander shall contact each voting member of the council and advise the member of the emergency in which he must vote yes or no. A quorum of 50%, or more, of the council members must participate in this electronic meeting,
- Step 2. Depending on the severity of the reason for the emergency meeting, the D/C shall also advise the member as to the time allowed for his consideration and vote.

The council and conference in 2002 approved the following times:

- A. 10 days after the initial contact of council members by the D/C, or his appointed representative for this electronic emergency meeting, a summary of the feedback to be published electronically.
- B. Final voting to occur within 5 days after electronic publication.
- C. Council members to be promptly advised on the voting outcome

- Step 3. If this emergency meeting and voting would require signatures, then verifiable electronic signatures may be used.
- Step 4. When minutes of the emergency meeting are required they shall be reported by the district secretary, or the D/C at the next formal meeting of the council, giving full particulars as to the reason, the quorum satisfied, the voting result, and the final disposition and action by the emergency electronic council meeting.

If for some reason the district commander is not available to activate such an emergency meeting then the district executive officer may be contacted to act in his stead.

THE D/C MUST CHECK THE D31 BYLAWS TO BE SURE THAT NO CHANGES HAVE BEEN MADE TO THE ABOVE ARTICLE AND SECTION THAT WOULD AFFECT THIS PROCEDURE.