

## Board Meeting Procedure

A majority of the Board (four members) shall constitute a quorum. The affirmative vote of the majority of members of the entire Board is required to transact any business.

The vote of each member on all motions will be recorded in the minutes.

If a Board member chooses to abstain from voting and the abstention is due to a conflict of interest, the Board member shall state the conflict of interest, such abstention will be recorded.

Official business of the Board will be transacted by motion or resolution at duly called regular or special meetings.

Except as otherwise provided by state law and/or Board policy, the rules of parliamentary procedure comprised in *Robert's Rules of Order Newly Revised, Procedure in Small Boards*, as may be modified by the Board, will govern the Board in its deliberation.

The chair will decide all questions relative to points of order, subject to an appeal to the Board.

END OF POLICY

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### Legal Reference(s):

[ORS 192.650](#)  
[ORS 244.120\(2\)](#)  
[ORS 341.283](#)