

# Multnomah Education Service District

Code: **BDD**  
Adopted: 5/06/80  
Amended: 9/20/94; 5/17/05; 9/20/05;  
2/20/07; 2/19/08; 10/19/10  
Reviewed:

## Board Meeting Procedures

### 1. Quorum

A quorum shall consist of the majority of the Board members. A smaller number may meet and adjourn from time to time and compel the presence of absent members. Appointed non-voting advisory members shall not factor in the quorum requirements.

### 2. Vote Needed for Exercise of Powers

The affirmative vote of a majority of Board members shall be necessary for exercising any of the Board's powers.

### 3. Board Member Voting

Each member's vote on all motions shall be recorded in the minutes. Voting shall be by voice except when procedure BBE-AR(2) - Vacancies on the Board is invoked. Appointed advisory members shall be non-voting.

### 4. Abstaining From Vote

If a Board member chooses to abstain from voting, such abstention must be verbally indicated and recorded.

### 5. Parliamentary Procedure

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

All official actions of the Board ordinarily shall be transacted in accordance with *Robert's Rules of Order, Newly Revised, "Procedure in Small Boards,"* as modified by the Board or by state law. Modifications include the following: All motions shall be seconded before consideration by the Board and a motion to close or limit debate is acceptable.

Notwithstanding the above paragraph, a motion must receive a second in order to qualify for action by the Board.

The Chair shall decide all questions relative to points of order, subject to an appeal to the entire Board.

## END OF POLICY

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### **Legal Reference(s):**

[ORS 192.650](#)

[ORS 334.025](#)

[ORS 334.100](#)

[ORS 334.107](#)

[OAR 581-024-206](#)

[OAR 581-024-0250](#)

[OAR 581-024-0252](#)

[OAR 581-024-0262](#)

[OAR 581-024-0290](#)

[OAR 581-024-0300](#)

38 OR. ATTY. GEN. OP. 1995 (1978)

41 OR. ATTY. GEN. OP. 28 (1980)

OR. DEP'T OF JUSTICE, OR. ATT'Y GENERAL'S MODEL PUBLIC CONTRACT RULES MANUAL pp. 107-121 (2008).

### **MESD Policy Cross Reference(s):**

BBA - Board Powers and Duties

BBAA - Individual Board Member's Authority and Responsibilities

BBAB - Boundary Board

BBF - Board Member Standards of Conduct

BDC - Executive Sessions

BDDA - Notification of Board Meetings

BDDB/BDDC - Board Meeting Agenda

BDDG/BDDK - Minutes of Board Meetings

BDDH - Public Participation in Board Meetings

BDE - Public Hearings

DBC - MESD Budget

DBG - Budget Hearing

DBH - Budget Adoption Procedures

KJA - Materials Distribution

INDB - Flag Displays and Salutes

KL - Public Complaints

KLD - Public Complaints about MESD Personnel