

Board Meeting Procedures

1. Quorum

A quorum will consist of the majority of the members of the Board.

2. Vote Needed for Exercise of Powers

The affirmative vote of the majority of Board members will be necessary for the exercise of any of the Board's powers.

3. Board Member Voting

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

4. Abstaining From Vote

Robert's Rules of Order, revised, allows for a Board member to abstain from voting and describes the effect of an abstention as if the member had voted on the prevailing side of the vote. Therefore, Board member abstentions will be recorded. It is the policy of the Board, in cases where Board action is necessary, to deem any abstentions as votes in favor of the prevailing side. The Board member will state the reason for the abstention.

5. Parliamentary Procedure

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 modified by the Board will govern the Board in its deliberation.

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

END OF POLICY

Legal Reference(s):

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

[ORS 332.045](#)
[ORS 332.055](#)

[ORS 332.057](#)
[ORS 332.107](#)

38 OR. ATTY. GEN. OP. 1995 (1978)
41 OR. ATTY. GEN. OP. 28 (1980)