

Policy: Electronic Meetings

Committees, task forces, and Council are allowed to conduct presbytery business face-to-face, through conference calls, and electronically (e-mail or chat room) unless a committee member objects at the time the meeting is called. At least 50% of meetings shall be conducted face-to-face.

Important Note For E-mail Meetings: To satisfy constitutional (Roberts Rules) requirements for dialogue to occur by a quorum before a vote, the following protocols must be observed:

The Moderator must announce the duration (hours or days, beginning and ending times) of the meeting by e-mail notice.

Attendance and quorum must be established by the members electronically acknowledging receipt of the notice and their respective intentions to participate or not participate.

All responses, comments, or discussion replies must be sent to all participants.

The moderator must declare when a meeting is closed, and the result of any vote taken.

Minutes must be constructed from the e-mail record and approved at the next stated meeting.