

**BOARD MANUAL**

<b>SUBJECT: Quorum and Voting at Meetings</b>	<b>NO.: 2-D-07</b>
<b>SECTION: Board Process</b>	
<b>APPROVED BY: Board of Directors</b>	<b>DATE: June 28, 2023</b>

**Policy**

A quorum is the number or proportion of the members that must be present at a meeting in order to transact business. A majority of the Members in attendance at a meeting shall constitute a quorum at any Members' meeting (As described in Corporation's Corporate By-Law, Article 2.5)

**Computing Quorum**

The Chair presiding over a meeting is counted in computing a quorum.

The Board Chair and Vice Chair count towards the quorum of the Board committees if present.

Committees have staff resources who do not vote and are not counted in determining quorum.

**Voting**

Business arising at any meeting of the Corporation, the Board or any committee shall be decided by a majority of votes unless otherwise required by statute or by the rules of procedure selected by the Corporation for such meetings.

Board Committee terms of reference will specify which members have voting rights.

The Board Chair and Vice Chair have voting rights when present at Board committees.

<b>DEVELOPED: June 22, 2011</b>		<b>REVISED/REVIEWED:</b>
May 30, 2012	September 30, 2015	October 17, 2018
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