



### Remote Meetings

Remote Meetings may be held, at a time and platform designated by the Division Council, upon seven (7) day notice to the members of the Assembly. A valid vote during such meeting may be held if more than half of all registered Assembly voters are live in attendance.

### Electronic Voting

The Assembly may pass any resolution electronically, in a manner consistent with these Bylaws. The voting process shall include a “**Comment Period**” and a “**Voting Period**,” pursuant to Sections 1 and 2 below. Quorum for the purposes of electronic voting shall be a number equal to more than half of the registered Assembly voters.

#### 1) Comment Period

- a. **Notice:** If the Council intends to submit a resolution for a binding electronic vote of the Assembly, the Council must send notice of a comment period of no less than fifteen (15) days to all registered Assembly voters. Notice will include:
  - i. A draft of the resolution.
  - ii. A deadline for the submission of written comments.
  - iii. Details of the manner by which the Assembly members may submit feedback in writing or otherwise.
  - iv. The time, place, and manner of a remote meeting to occur during the comment period.
- b. **Remote Meeting:** The Council will host a remote meeting of the Assembly during the comment period no less than seven (7) days after notice was sent. Its purpose is to allow for Assembly members to discuss the resolution live, and provide feedback to the Division’s Resolutions and Advocacy Committee and Council. No binding actions can be taken on a remote meeting in the absence of a quorum (more than half of all registered Assembly voters live in attendance).

- c. **Finalizing the Resolution:** The Division's Resolutions and Advocacy Committee may finalize the resolution based on Assembly feedback. The Division Council may either approve a finalized resolution for submission to Assembly for a vote, or it may withdraw the Resolution for consideration of an online vote.

## 2) Voting Period

- a. **Notice:** The Council will send notice by email to all registered Assembly, including the details of the final resolution and vote. Notice shall include:
  - i. A final version of the resolution.
  - ii. Details and redlined edits of any and all changes from the draft disseminated in the original notice.
  - iii. Details of when the vote will occur, and which must occur at least four (4) days after this notice was sent.
  - iv. Instructions for how to vote.
- b. **Vote:** Electronic voting will occur over a period of at least three (3) days by the manner prescribed in the notice. More than half of all registered Assembly voters must affirmatively submit their vote in order for the action to be binding.