NCADAC Meeting and Decision Making Guidelines

I. **Quorum for NCADAC decision-making**: 30 of the 44 voting-eligible NCADAC members

II. **Decision making:**

   1) By consensus whenever possible
   2) If consensus not possible, a vote will be taken of the NCADAC members present* in a meeting with a quorum (vote recorded by name)
      
   a. Motion passes when it is supported by at least 2/3 of the voting members present (with % rounded down to the nearest whole number)
   b. Dissenting opinions can appear in the official minutes of the meeting
   c. Voting via email only (without participation in the meeting conversation by phone) is not allowed

*includes voting-eligible NCADAC members attending the meeting by phone