

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