

Agenda item to call any non physical meeting of the Board of Trustees a “Quick Response Meeting”, by removing “BOT Rules and Procedure item # 16, “Mail Meetings” and revising Item #24 “Quick Response Meetings” as follows:

Present Version: BOT Rules and Procedures items #16 and #24.

Mail Meetings

How they are called

Notice of a mail meeting will be sent via regular mail.

Who can call them

Mail meeting can be called by the chairman of the BOT at any time between physical meetings. Participation will be counted as attendance as though it were a physical meeting.

What subject matter qualifies for requesting a mail meeting

The purpose would be to settle an issue that could not wait until the next physical meeting or to lighten up the next agenda.

Deadline for returning mail meeting votes

All votes must be returned to the ISO no later than 3 weeks subsequent to the mail meeting distribution date. All responses should have the words 'Mail Meeting Vote' on the envelope.

Notification to Trustees of the mail meeting results

At least 3 current members of the Board of Regents will tabulate the mail meeting ballots. The International Executive Secretary of the ISO will notify the Trustees of the final vote on each item within 10 days after the deadline for submitting the mail meeting responses.

24. Quick Response Meetings

A quick response meeting should be used only in an emergency, i.e. expense items over the BOR limit, a vacancy of the IES position, etc. A quick response meeting requires a response from the voting Trustees within 15 days. Responses will be counted as though it were a physical meeting.

Consequences of not voting

Any Trustee who does not participate in the quick response meeting will be considered absent, just as if a physical Trustee meeting is missed.

Counting Votes

The votes should be counted in the presence of at least 3 BOR members.

How they are called

Notice is sent to all voting Trustees by either email, regular mail or fax notifying them of the quick response meeting and this notice will contain the emergency question or problem that must be voted upon.

Notification to Trustees of the quick response meeting results

The IES will send out the results of the vote as soon as the vote is finalized.

Submitting Ballots

All responses should be sent to the ISO in a clearly marked envelope.

Who can call them

Quick response meetings can only be called by the Chairman of the Board of Trustees, or, by the 1st. co-chair, if the Chairman is incapacitated.

Proposed Revision to BOT Rules and Procedures Items # 16 and #24

Remove item #16 completely and revise item #24 as follows:

Quick Response Meetings

A quick response meeting can be used to settle an issue that could not wait until the next physical meeting, such as emergencies regarding expense items over the BOR limit and a vacancy in the I.E.S. position. It can also be used to lighten up the next agenda. A quick response meeting requires a response from the voting Trustees within 15 days. Responses will be counted as though it were a physical meeting.

- **Consequences of not voting**
Any Trustee who does not participate in the quick response meeting will be considered absent, just as if a physical Trustee meeting is missed.
- **Counting Votes**
The votes should be counted in the presence of at least 5 BOR members.
- **How they are called**
Notice is sent to all voting Trustees by either email, regular mail or fax notifying them of the quick response meeting and this notice will contain the issue being addressed or the emergency question or problem that must be voted upon.
- **Notification to Trustees of the quick response meeting results**
The I.E.S. will send out the results of the vote as soon as the vote is finalized.
- **Submitting Ballots**
All responses sent by regular mail must be signed by the Trustee and sent to the ISO in an envelope clearly marked according to the instructions on the ballot. Original ballots signed by the Trustee, scanned and Emailed or Faxed to the I.E.S. at the I.S.O. will also be allowed. All Ballots must be received by the 15 day response deadline.
- **Who can call them**
Quick response meetings can only be called by the Chairman of the Board of Trustees, or by the 1st. co-chairman, if the Chairman is incapacitated.