

**VOTING METHOD AND QUORUM**

Voting shall ordinarily be by show of hands. Voting shall be done by roll call at the direction of the Chair, or at the request of any Board member. When voting by roll call, the names of the members shall be called alphabetically, and each member shall respond "yes" or "no" or "abstain." All votes shall be recorded in the minutes.

A motion shall be declared "carried" upon the affirmative vote of a majority of the members present, unless otherwise required by law or Board policy.

A quorum exists whenever a majority of the Board members are present at a duly called meeting. No votes shall be taken unless a quorum exists.

Legal Reference: 1 M.R.S.A. § 401 et seq.

ADOPTED: April 9, 2013