

To: **LBCA Community Members**

From: **LBCA Board of Trustees**

Date: **2-12-2014**

Subject: **By Law Amendment-Proxies Used For Quorum Only**

At the annual meeting on November 11, 2012 and again at the town hall meeting held in February 2013, four motions were made and approved by a majority of community members, the motions included:

- Meetings of the Board of Trustees shall be held at 7:30 pm on such date and at such place as the Board may determine. All meetings of the Board shall be open to any member in good standing.
- The annual meeting of the members shall be held at 3pm on the first Sunday in October of each calendar year.
- Election of Trustees shall be by mail in ballot prior to each annual meeting.
- Proxies will be used for the purpose of establishing quorum only.

When the By-Laws were amended to include the four approved motions, the fourth bullet point in regard to proxies being used for quorum only was not included in the amendments.

In order to properly resolve this issue, a motion was made at the February 9th 2014 special meeting to amend the By-Laws to include using proxies to establish a quorum only. The motion was seconded, voted on and the motion passed.

As a result, going forward, major issues which include amendments to the By-Laws, CC & Rs, expenditures above the \$7000 board spending cap, and expenditures which would result in expenses exceeding revenue in any given year, will be sent to all members in the form of a mail ballot.

As a result of this change to a mail ballot on major issues, it will be necessary to establish a voting protocol. The Board will be asking for volunteers to serve on a "Voting Committee." The Voting Committee, reporting directly to the board, will take on the task of establishing voting guidelines which will include:

1. How ballots are sent out to the community as in email, regular mail?
2. What timeline will be established for members to return ballots?
3. Where and how ballots be counted, public library?
4. Who will count the ballots?
5. How will the ballot count be communicated to the members?
6. What ballot format will be used?

Once formed, the new voting committee will be tasked with developing a voting protocol and present their recommendations to the board no later than June 29, 2014 so a voting process is in place and functional prior to the special meeting scheduled for July 13, 2014.

In accordance with the By-Laws, voting will require completed ballots from 50% plus one of the membership, so it will be beneficial to have as many members as possible participate in the voting process.

If you are interested in serving as a member of the voting committee, please contact the LBCA Board Secretary Molly Kaufmann at m_kaufmann@hotmail.com or call 206.651.5006.