

# Establishing a Quorum & Voting Pools

## quorum



noun

quo·rum | \ 'kwôr-əm  
\

### Definition of *quorum*

1 : a select group

2 : the number (such as a majority) of officers or members of a body that when duly assembled is legally competent to transact business

## Robert's Rules for Defining a Quorum

By [C. Alan Jennings, PRP, PRP](#)

According to Robert's Rules, a *quorum* is the minimum number of voting members who must be present at a properly called meeting in order to conduct business in the name of the group. A quorum should consist of "as large as can be depended upon for being present at all meetings when the weather is not exceptionally bad." In other words, at best, a quorum is just an educated guess.

## Kings-Tulare Area Guidelines

### SECTION 1: CHAIRPERSON

Responsibilities:

N. Announce the total count of voting participants in attendance once quorum is established.

## **ARTICLE IX – MEETINGS**

SECTION 4: Two thirds (2/3) of the voting participants shall constitute a quorum.

## **ARTICLE IV – PARTICIPANTS**

SECTION 1: The voting participants of the committee shall be the Group Service Representative (GSR), or in their absence, the Group Service Representative Alternate of each group. This committee shall have two classes of participants only, that of voting, and non-voting. Only voting participants shall have voting rights

No person shall have more than one vote.

SECTION 2: Non-voting participants: anyone other than the GSR or GSR Alternate as referred to in Section 1.

SECTION 3: The Chairperson shall have the right to vote only in case of a tie.

Meeting Group Service Representative (GSR) must be in attendance for two ( 2) consecutive months in order to gain group vote. A GSR may be absent one(1) month and maintain Voting privileges, after two absences the GSR will need to attend two meetings consecutive meetings to re-establish voting privileges. A meeting may have a group member report for it for 2 months and maintain voting privileges, if a meeting is not represented by GSR on third month; the meeting will no longer have voting privileges and will need to be represented two (2) consecutive meetings to reestablish voting rights

## **ARTICLE XII – GENERAL FUND**

SECTION 3: Requests from the General Fund shall be in written form with an itemized record of said request and must be approved by a two-thirds (2/3) vote of the KTASC quorum.

# Counting Votes

## Start by Determining the Total Number of Votes Cast

Determining the total number of votes cast is important because that number becomes your baseline for calculating the number of votes needed for a [majority](#).

The following count as “votes cast”:

- ballots indicating a choice for an eligible candidate or option
- [illegal ballots](#)

The following do not count as “votes cast”:

- blank ballots
- ballots that don’t indicate a preference
- ballots cast by persons not entitled to vote

## Calculate the Number Needed for a Majority

Once your teller team knows the total number of votes cast, divide that number in half to determine the number needed for a majority. [A majority is more than half](#).

***“Each vote has its own voting pool created by adding all the yeas plus all the nays equaling the total votes cast. Abstentions are not included in the count.”***