

## Voting Procedures

Regardless of the outcome of the pending vote on June 6, 2010, it is important that the voting protocol is above reproach. The results of the vote could easily be called into question unless a well defined voting policy is created, documented, and followed. Members of Holy Trinity and the church community at large need to understand the procedure and have confidence in the validity of the results.

Following a lengthy discussion, Church Council agreed the following would be how the vote will be conducted to ensure security of the ballots, the validity of results, and the confidence of both internal and external parties:

1. The vote will be conducted according to *Robert's Rules of Order*.
  - *Sue Tolton (assisted by Pastor Grimmer) will act as Parliamentarian.*
2. The number of ballots prepared will equal the number of voters eligible as of that day.
3. Ballots will be copied on a sheet colored other than white.
4. After the 11:00 a.m. service, all parishioners will vacate the Sanctuary and all entrances will be closed and locked. The only open door will be the side entrance to Fellowship Hall.
  - *Parishioners will move to Fellowship Hall where refreshments of cheese, crackers, fruit trays and miscellaneous baked goods will be offered in addition to coffee, tea, etc. A free will offering to cover expenses will be taken.*
5. Parishioners will adjourn to Fellowship Hall where they will be asked to register at specified tables and receive a card to be used for entry into the Sanctuary.
6. Three (3) tables breaking down the alphabet will be located in Fellowship Hall and manned by Council members or officers.
  - *Bob Bodamer, Sigrid Frandsen-Cannan, and Sue Tolton will be the registrars.*
  - *Linda Borkowski and Nancy Ischinger will direct any parishioners arriving at Holy Trinity after the 11:00 a.m. service to Fellowship Hall.*
7. All parishioners need to be registered by 1:00 p.m.
8. All non-voting members and observers will be asked to be seated in the Sanctuary balcony and will not have a voice in the discussion.
  - *Child care will be available.*
9. After the meeting is called to order, the Council President will read the resolution and open the floor for discussion.
  - *A microphone will be set-up.*
10. The Council President will ask each speaker if they are speaking for or against the resolution.
11. Those speaking for or against will alternate one by one until one side has run out of speakers, at which time the discussion will end.
12. There will be a two minute limit for each speaker.

13. Any voting member who wishes to force an end to any debate must first obtain the floor by being duly recognized to speak by the President and must then move the *Previous Question*. Such a motion must be seconded, and then adopted by a two-thirds vote, or by unanimous consent.
14. All ballots must be completed in ink.
15. Ballots will be turned face-down and passed toward the center aisle, where they will be collected. Ballots will NOT be folded.
16. Ballots will be collected row-by-row by Council members.
17. Ballots collected but not marked will be considered to be “NO” votes.
18. After the ballots have been collected, the Council President will announce the number of ballots cast and the number of votes necessary to pass the resolution.
19. A majority of **at least 67%** (of the voting members present) is necessary to pass the resolution.
20. The ballots will be counted in the Sanctuary in front of all voting members and observers.
21. Three (3) Council members (President, Vice President, and Secretary) and one (1) observer will count the ballots in the following manner:
  - Each Council member will independently count the ballots and write the count on a card, which will subsequently be given to the observer.
  - When each count has been verified against the others the cards will be sealed in an envelope by the observer and retained with the ballots as proof of the vote.
    - *Bob Berger was nominated to be the designated observer.*
22. The registration sheets, the ballots, and the envelope containing the independent counts will be sealed in a second envelope.