

FREQUENTLY ASKED QUESTIONS

QUORUM



What is quorum for the Annual General Meeting?

Quorum is half (50%) or more of the current membership.

What is quorum for a General Meeting?

Quorum is half (50%) or more of the current membership.

What is quorum for a Special General Meeting?

Quorum is half (50%) or more of the current membership.

If quorum is not reached, does the meeting still count?

No.

If quorum is not reached, the meeting cannot proceed as an official meeting and does not count as one of the eight required meetings. It must be rescheduled.

A record should be kept of the attempted meeting, including who was present.

While no formal decisions can be made, general discussion may still take place, and notes should be recorded for reference at the next meeting.

Can members attend meetings by phone or video call and still count for quorum?

Yes.

Members attending via phone or video conference may be counted toward quorum.

Their participation and the platform used should be clearly recorded in the minutes.

Do we need to maintain quorum for the duration of the meeting?

Yes.

Quorum must be maintained for the entire meeting.

If members leave during the meeting and quorum is no longer met, the meeting cannot continue and any remaining decisions or motions must be deferred to a future meeting or managed out of session where appropriate.

If members declare a conflict of interest and remove themselves from discussion and decision making, is quorum still maintained?

Yes.

A member declaring a conflict of interest and abstaining from discussion or voting does not affect quorum, as they are still considered present at the meeting. However, they must not participate in the discussion or decision making for that item.