

TO: LITA Board of Directors

TOPIC: *Virtual Voting Guidelines for the LITA Board of Directors* document

ACTION / INFORMATION / REPORT: ACTION

SUBMITTED BY: Jodie Gambill, LITA Bylaws and Organization Committee Chair

DATE: April 5, 2019

SUMMARY

LITA President Bohyun Kim requested that the Bylaws and Organization Committee draft new guidelines for conducting virtual votes between meetings (in-person and online). The draft was crafted and approved by the Committee. The Board then informally reviewed it and contributed feedback/changes. The document is now ready for Board approval.

BACKGROUND

The LITA Board of Directors is conducting more business online than ever before. The Board needs clear guidelines on how to properly conduct online votes to make decisions between meetings, yet maintain the ability of all board members to contribute their ideas and opinions before the decisions are finalized.

ACTION REQUESTED

The Committee requests that the Board approve the *Virtual Voting Guidelines for the LITA Board of Directors* document and begin following the guidelines when votes need to occur between meetings.