

## AVIATION AUTHORITY POLICY

<b>100: ORGANIZATION</b>  <b>AUTHORITY BOARD MEETINGS</b>  <b>P135: Quorum</b>	<b>Effective: 04/01/82</b>  <b>Revised: 12/04/86</b> <b>05/02/02</b> <b>03/04/04</b> <b>11/03/11</b> <b>01/20/15</b> <b>11/05/15</b> <b>05/07/20</b>
--	--

**PURPOSE:** To provide for a quorum required for official action by the Board.

**LEGAL CONSIDERATION:** Under the common law (*Atkins v. Philips*, 8 So. 429, (Fla. 1890), as well as Robert’s Rules of Order Newly Revised, 11<sup>th</sup> Edition), if a governing board has a specified membership, unless provided otherwise, a majority of the total membership must be present in order for a quorum to exist. The common law also provides that action may be taken “by a majority of those present”.

**POLICY:** No less than three Board members will be present at a meeting of the Board where action is to be taken, and no official action will be taken without the agreement of a majority of the members present.

In emergency situations only, and when necessary to carry out the business of the Authority, ~~a~~ Board members may attend a Board meeting via telephone or other electronic means, and be considered present, when physical attendance is not possible. In such instances, the audience, Board members physically present, and ~~the~~ Board members appearing via telephone or other electronic means, must all have the ability to communicate in a clear and concise fashion. In such emergency situations only, appearances via telephone and other electronic means ~~Telephonic appearances w~~ill ~~not~~ be considered into establishing a quorum.