

First Amendment to By-Laws South Four Corners Citizens Association (SFCCA)

The By-Laws of the SFCCA are hereby amended as follows:

Article 1: Voting Procedures

Section 1 - Eligibility

1. **Eligibility for Voting:** Members in good standing of the Association shall be eligible to vote in-person at association meetings or remotely via email on matters requiring a vote. In-person and remote voting may be utilized for elections, motions, and other SFCCA matters where voting is required. Membership is assigned per household, not per individual, thus one vote per household is allowed per each voting item. All members in good standing must belong to the SFCCA listserv to participate in remote voting.

Section 2 - Remote Voting via Email

1. **Procedure for Remote Voting:** The SFCCA President or surrogate shall ordinarily send out a notice of any vote, including specific details of the subject of the vote at least 14 days prior to the voting deadline. At the discretion of the Executive committee, an expedited voting timeline may be adopted on a per-voting event basis when expediency is determined to be appropriate. In the event of an expedited vote the truncated time period and an indication of expediency will be included in the voting notice. This notice shall be sent via email to the SFCCA listserv. Instructions regarding response requirements, e.g. one vote per member household, "yes", "no", "abstain" must be included in each remote voting notice.
2. **Ballot Verification and Counting:** The vote will be counted by no less than two members of the Executive committee, who will verify the eligibility of each voter based on their membership status. All emails received by the voting deadline will be considered valid and counted as part of the official tally. Any email received after the deadline will not be counted.
3. **Quorum:** Quorum will be determined by the number of remote vote responses and this number must meet or exceed the quorum requirements as defined in by-laws Article 11.
4. **Confirmation of Vote:** After submitting their vote, members shall receive a confirmation acknowledging receipt of their vote.
5. **Vote Results Reporting:** Remote vote results shall be reported to the listserv within a reasonable period of time after the vote has been counted.

Section 3 - In-Person Voting

1. **Procedure for In-Person Voting:** The Association President or whomever is presiding over an Association general or special meeting (per Article 9 of the by-laws) may call or allow for a vote per general meeting process and precedence. Members in good

standing in attendance may indicate their position on a vote as positions are called for, e.g. “yes”, “no”, “abstain”.

2. **Ballot Verification and Counting:** Members in good standing, one per household, shall be identified as they join the in-person meeting and may be given a voting indicator, e.g. a numbered index card that can be used to indicate response to a vote. The in-person vote will be counted by no less than two members of the Executive Committee.
3. **Quorum:** Quorum will be determined by the number of members in good standing in attendance and this number must meet or exceed the quorum requirements as defined in by-laws Article 11.
4. **Vote Results Reporting:** In-person vote results shall be reported immediately at the conclusion of ballot verification during the meeting and also be reported to the listserv within a reasonable period of time after the meeting.

Section 4 - Hybrid Voting

1. **Hybrid Voting:** Remote voting may be used in addition to in-person voting at SFCCA general or special session meetings (as defined in by-laws Article 13). Procedures for each respective voting type (in-person at a meeting, remote voting) shall be followed per the by-laws and this amendment. Members in good standing may vote via one method and the aggregate vote tally will determine the outcome of the vote.
2. **Quorum:** Quorum will be determined by the count of members in good standing participating in both forms of voting, and this count must meet or exceed the quorum requirements as defined in by-laws Article 11.
3. **Vote Results Reporting:** Hybrid vote results shall be reported to the listserv within a reasonable period of time after all votes (in-person, remote) have been verified and counted. In the event that remote voting occurs and is completed adjacent to and before an in-person meeting, the aggregated results may be verified and counted during the meeting and reported immediately.

Ratification and Adoption:

This amendment was adopted by the membership of the South Four Corners Citizens Association (SFCCA) on January 21, 2025, and is effective as of January 21, 2025..