

The rules below have been customized to accommodate the features and terminology as it relates to Zoom.

1. Members and guests attending an electronic meeting must provide their full names as they sign into the meeting. Those failing to do so may be barred or ejected from the meeting.
2. Members and guests may join the meeting on any computer or smart device with an internet connection (via the Zoom app). Members using desktop or laptop computers may use their computer microphones and speakers for audio connection, or may connect their audio through a smart device.
3. Each member is responsible for his or her connection to the Internet and teleconference; no action will be invalidated on the grounds that the loss of, or poor quality of, a member's individual connection prevented him or her from participating in the meeting, provided that at least a quorum of members was connected and adequately able to participate.
4. The host of the Zoom or the chair may cause or direct the temporary disconnection or muting of a member's connection if it is causing undue interference with the electronic meeting. The host of the Zoom or the chair's decision to do so is subject to an undebatable appeal that can be made by any member, will be announced during the meeting and will be recorded in the minutes.

5. **Recognition**

- A. To seek recognition by the chair, a member will cause his or her hand icon to be raised. Upon recognition of a member, the host/chair will cause the lowering of all "raise hand" icons.
- B. Another member who claims preference in recognition will promptly raise (or raise again) his or her hand icon, and the chair will recognize the member for the limited purpose of determining whether that member is entitled to preference in recognition. If the chair fails to recognize the member, he or she may get the attention of the chair through the chat window.
- C. A member who intends to make a motion that under the rules may interrupt a speaker will cause the member's "No" icon (red-filled circle with an "X") to be raised. This icon will not be used to indicate opposition.

6. **Chatbox**

- A. A member intending to make a main motion, to offer an amendment, or to propose instructions to a committee will, before or after being recognized, post the motion in writing to the chat window designated for everyone.
- B. Use of the chat window will be restricted to posting the text of intended motions and those items listed in paragraph 6(A).

7. **Voting**

- A. Any vote may be taken using the Zoom polling feature or by a show of hands (using the 'raise hand' feature) at the discretion of the presiding officer. Unless otherwise ordered by the assembly, such a vote will be treated as a Division of the Assembly. Unanimous consent may also be used for approval of motions.