

Presbytery of Ohio Valley
Electronic Meeting Policy

Committees/Sub-Committees/Task Forces/or their other properly constituted group, may conduct any or all meetings by electronic means (teleconference, video conference, email, or any other commonly available means of electronic communication), provided

1. Documentation of all decisions is made and is circulated to all members and the decisions summarized for the constituting body;
2. That in groups with fewer than 9 members, any one individual may request a face to face meeting and no action may be taken until such meeting is held. In groups of 9 or more, 2 members must request a face to face meeting (with no action taken until such meeting is held).
3. Options are (made) available for those without access to the electronic form of communication being used.
4. Robert's Rules applies regarding voting, with a favorable vote by the majority of the group's actual membership being required for action.

Notes on Electronic Presbytery Assembly

- The policy does *not* include presbytery assembly, so we set aside our standing rules to allow for an electronic assembly. This was done at the previous meeting and at the beginning of the meeting itself. We will correct this oversight in the next Manual of Operations.
- Each site had a convener. The Convener, the Clerk, and the technology person had a pre-meeting to work out the technological wrinkles and be sure everyone knew what to do during the course of the meeting. This worked well, except that no one noticed one site was not represented at the pre-meeting.
- Materials were sent electronically to the Convener for worship, registration, handouts, and evaluation forms with an envelope for easy return to the presbytery office.
- The meeting was one in which there intentionally was little business of significance so that we could play with the experience. The one business item that needed to be completed was moving an Inquirer to Candidate. So that we could be sure to complete that if the system failed, we had a site that included the Moderator, Clerk, Recording Clerk, the Inquirer, CPM Moderator, and a quorum. As it turned out, the business item went very well. The Inquirer was examined by people from remote sites, the Clerk needed to intervene because the examination's scope became too large. The convener at each site served as teller to count votes and these were reported to the Moderator.
- Worship was a sad affair. Parts where we listened went well. Site participation was difficult. Sites could not hear the speaker when singing or speaking in unison, so they could not stay together. Singing in some sites recreated worship in our smallest most musically challenged congregations, rather than the wonderful singing associated with assemblies.
- We will encourage each site to set up intentional fellowship before the meeting. There were no refreshments at most sites so people came and went without much fellowship. Not only did we not know who was present at other sites, most didn't have good interaction at their site.
- We will develop the visual more intentionally. Each site were to have the camera focus on two chairs, the convener and someone speaking to the Assembly. This was really boring. One site pointed the camera at the group so we could see who was there and that was good. we could have used symbols there, too.