



District Quorum

September 13, 2022

Dear District Leader,

Subsequent to the Toastmasters International Convention and Annual Business Meeting, Districts have made several inquiries regarding the process in which quorum is established. These inquiries were based on their experience during the Annual Business Meeting, in which a quorum vote was conducted prior to the start of the meeting.

Per our current understanding, the process in which quorum is determined can still be based on the credentials process and report. The District determines the credentials registration period, which can be the days or hours leading up to the District Council meeting. A quorum is determined by the total voting delegates that have registered. If the registration results meet a quorum, then the quorum can be presumed to be present. Please note that for District Council Meetings, a quorum is defined as one-third of the Club Presidents and Vice Presidents Education from Member Clubs in good standing being represented shall constitute a quorum for all District Council meetings.

Per *Robert's Rules of Order*, before the presiding officer calls a meeting to order, it is their duty to determine that a quorum is present, although it is not required to be announced. Once the meeting is called to order, the continued presence of a quorum is presumed unless the chair or member notices the quorum is no longer present.

At the start or anytime during the meeting, the chair may declare that a quorum is no longer present and ask to establish a quorum. To re-establish a quorum, the chair may direct the use of a special ballot for the voting delegates to cast their votes. The total number of votes cast may be used to re-establish a quorum.

If a quorum is re-established, the meeting proceeds. However, if a quorum cannot be re-established, the meeting continues per [Article X of the District Administrative Bylaws](#):

c. Quorum

... In the event that any business is transacted at any District Council meeting at which a quorum is not present, the action shall be deemed as valid as if a quorum were present if it thereafter is expressly approved in writing, personally, by mail, fax, e-mail, electronic transmission or other reasonable means, by the affirmative vote of a majority of the Member Clubs in the District on the basis of two (2) votes per club.

Please let us know if you have any specific questions.

This communication is sent to all District Directors, Program Quality Directors, Club Growth Directors, and Administration Managers. Please share this with your teams as needed.

Sincerely,

District Growth and Support Team
Toastmasters International