

1.0 Purpose

- 1.1** *The purpose of this document is to define the electronic voting procedure for the Columbia Community Foundation. The responsibility for properly and professionally calling for, counting, and confirming votes for the Columbia Community Foundation is an important responsibility, which always must be fulfilled.*

2.0 Definition of Electronic Voting

- 2.1** *Electronic voting is defined as any electronic method utilized to call, count, and confirm a Columbia Community Foundation vote via telephone, mobile phone, e-mail, website form, fax, and voice-mail while representing the Columbia Community Foundation.*

3.0 Acceptable Electronic Voting

- 3.1** *All Executive Council members are authorized to request a call for an electronic vote with the remaining Executive Council members.*
- 3.2** *Only the President or Vice President shall call for an electronic vote of the Executive Council.*
- 3.3** *The President or Vice President shall decide in advance of a vote of the Executive Council if one or more electronic voting methods shall be utilized in the compilation of the voting results for a particular issue on the table.*
- 3.4** *The President or Vice President shall decide in advance for a vote of the Executive Council if a combination of in-person voting and electronic voting methods shall be utilized in the compilation of the voting results for a particular issue on the table.*
- 3.5** *If both the President and Vice President are absent, the responsibility of electronic voting on behalf of Columbia Community Foundation and the Executive Council becomes the duty of the next individual as defined in the Columbia Community Foundation Succession Policy, unless otherwise previously authorized by the Executive Council.*
- 3.6** *Electronic votes received from Columbia Community Foundation Executive Council shall be honored as if the vote from that person were given in-person in writing, therefore, electronic votes are legally binding votes within the Columbia Community Foundation.*

**Columbia Community Foundation Electronic Voting Policy
Version 1.0**

- 3.7 *Similar to in-person voting, a reasonable timeframe for receiving electronic votes shall be given after official notice is given on the issue to be voted upon, after which a count of all of the votes received shall be compiled and presented to the Executive Council for review.***
- 3.8 *Whenever possible, electronic voting methods which are able to be easily verified to have come from each individual in writing (e-mail, website forms, and fax) shall be favored over other methods which do not have an easily verifiable individual in writing method (telephone, mobile phone, and voice-mail).***

4.0 Policy Activation

- 4.1 *This policy becomes active and binding immediately.***

Ronald B. Krisko
Columbia Community Foundation President

Deborah Hitchcock
Columbia Community Foundation Secretary

06/17/08
Date:

06/17/08
Date: