

## VIII. Decision Making and Proxy Voting

The membership of the Barony is often called upon to make business decisions during the normal course of its daily activities. These decisions may vary in importance and/or need for expedience. Occasionally a decision will be deemed very important by the manner in which it affects the members of the Barony. This Barony values the opinions of its members and as such recognizes the importance of a decision making process that is both sensitive to time restraints and as inclusive as possible. Therefore, the following proxy procedures will be followed:

### A. Matter Eligibility

1. All decisions will be considered eligible for voting by proxy unless determined to be time-sensitive in nature.
2. Any member may suggest for good reason that eligibility for voting by proxy be pulled from a matter, but the final decision for doing so is assigned solely to the Seneschal.

### B. Notice

1. The Seneschal shall be responsible for providing proper of pending votes and decisions to the members of the Barony using all of the following three (3) methods:
  - a. By providing the information to the Baronial Webminister so that same may be posted on the Grey Niche website;
  - b. By posting on the information Yahoo Groups; and
  - c. By posting a request on the Grey Niche SCA Facebook page that Baronial members check the website for an important announcement.
2. The Seneschal shall also be responsible for providing proper notification to the members of the Barony by use of the methods above when necessity requires a decision be made without allowing for proxy votes.
3. The Seneschal should make a good-faith attempt to provide notice to the Baronial membership within 24 hours of the action.

### C. Procedure for Proxy Voting

The following procedures will be required for proxy voting:

1. Presentation of proof of current SCA membership. Electronic images (jpg or PDF files) or photocopies are acceptable forms.

2. Proxy votes must include the name or description of the agenda item published, along with a YES or NO vote for that item.
3. Multiple items may be addressed in the same letter, but should be listed individually with its corresponding vote.
4. Proxy letters must include the specific meeting date for which the proxy vote is valid. If a date is postponed, the current proxy in hand will be considered void and the member will have the option of submitting a new proxy, following the instructions listed above.

D. Delivery of Proxy Votes for Calculation

Proxy votes MUST be sent to the Seneschal in 1 of 3 ways:

1. E-Mail: Baronial members may email their vote along with proof of current SCA membership to: seneschal at greyniche.net by no later than noon the day before the scheduled vote.
2. Written/signed letter: This letter should be in a sealed envelope and delivered by Baronial member attending the meeting at which the vote is taking place.
3. US Mail:
  - a. Votes may be mailed to Barony of Grey Niche, PO Box 11184, Memphis, TN 38111.
  - b. The Baronial mailbox will be checked in the afternoon of the date of the vote by either the Seneschal or his/her assignee. Any votes arriving late will be considered NULL and VOID and not counted. Be aware of this possibility when mailing votes and ensure ample time for the US Postal service to deliver.