Process for Task Force Polling

1. **Announcement of the Question:** We will begin by announcing the concept, and its originating proposal, that is up for a vote.
2. **Open the Floor for Questions/Comments:** Task force members will have time to ask questions or make comments about the concept/proposal. This discussion phase is for clarifications and understanding different viewpoints.
3. **Task Force Member Recognition:** Each task force member's name will be called, one by one, ensuring everyone has an opportunity to express their vote. For a "Yes" vote, the simply say "Yes" to express their support for the concept, or "No" in order to decline support for the concept. Members may vote by concept. It is not required that members vote one way for all the concepts in any one proposal. For an "Abstain" vote, the member can say "Abstain".
4. **Virtual Voting:** Members who are joining the meeting virtually will have their name called and should unmute to announce their vote.
5. **Record of the Votes:** A facilitator will record the votes next to each task force member's name on a spreadsheet.
6. This process will repeat until task force members have voted on each concept in each proposal.