The extra meeting of the IVSA Executive Committee (ExCo) 2016-17 was held at 12.20 PM GMT-5 the President being in the Chair and the Secretary General present to take the minutes.

Executive Committee Officers Present:
Malcolm Chong  President
Denise van Eekelen  Secretary General (SG)
Ondrej Vitula  Member Organization Director (MOD)
Andrei Ungur  Development Aid Director (DAD)
Alexandra Sousa  Committee Coordinator (CC)
Vera González  External Relations Officer (ERO)
Ivan Kotze  Treasurer

Trust Representatives Present:
Emma van Rooijen  Trustee

1) **Opening** – The Meeting was called to order by Malcolm Chong at 12.22 GMT-5.

2) **Criteria of online attendance** – Malcolm Chong explained that the criteria for online attendance of the Special General Assembly and more specifically criteria for online voting had to be discussed. Several people had expressed concerns regarding the online attendance of MOs during the elections. He explained that having MOs attend online solely for the elections, that we not present during GA four (4) (presentation meeting), may be unfair to the nominees. Therefore, ExCo decided to discuss the criteria that will be used in order to ensure fair elections. After a short discussion, Malcolm Chong proposed the following criteria with regards to online voting: “Only members that have been present during the meeting of the GA where the nominee presentations took place (GA 4), are allowed to vote during the elections being held in the following meeting of the General Assembly.” This was approved.

With regards to this and avoiding the same situation in the future, the following explanatory comment was also added to the Bylaws: “In case some members may attend a special session of the General Assembly via a form of telecommunication, the ExCo shall agree on a list of criteria for online attendance and specifically voting (i.e. if members have to be present for the nominee presentations in order to vote during the elections)”.

The meeting adjourned at 12.31 PM GMT-5.