

## EXHIBIT 8A

Guidelines for Actions Taken By the Board of Trustees Without a Meeting - to be included in the Board Information Center under Meeting Procedures:

[https://board.arin.net/about\\_board.html#meetings](https://board.arin.net/about_board.html#meetings)

1. Trustee makes a motion by sending an e-mail to the Board mailing list. This e-mail must include:
  - A subject indicating the motion.
  - A brief history.
  - The statement: “As an action without a meeting, I move:” followed by the motion.
  - The statement: “All members must vote and all must vote aye for this motion to carry.”
  - Deadline for voting, including date and time.
  - The statement: “By making this motion, I am also casting an aye vote to be counted when another Board member seconds this motion.”
  - A closing that includes the Trustee’s name.
2. Another Trustee must second the motion, by replying to the e-mail to the Board mailing list. This e-mail must include:
  - The statement: “I second the motion:” followed by the motion.
  - The statement: “By seconding this motion, I am also casting an aye vote.”
  - A closing that includes the Trustee’s name.
3. Trustees vote by replying to the e-mail to the Board mailing list. The e-mail must:
  - State whether the member is speaking for the motion (aye), in opposition to the motion (nay), or asking for information (point of information).
  - Include a closing that contains the Trustee’s name.
4. After all Trustees have voted, or the deadline for voting passes, the Board Chairman replies to the Board mailing list with the original e-mail containing the motion and declares the result.
  - If all Trustees vote affirmatively, the Chairman states that the motion carries.
  - If any Trustee dissents or does not vote, the Chairman states that the motion is lost.
5. For motions that carry, the Board must confirm the action taken at its next Board meeting.
6. Motions that are lost are placed on the agenda for discussion at the next Board meeting.