



# Proposed Standing Rules for Annual Meeting

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## Admission

1. Badges are required for admittance to all meetings.
2. During a counted vote, the doors will be closed. No one will be allowed to enter or leave the meeting until the chair announces the results of the vote.

## General

1. Campaign materials are prohibited.
2. The president shall appoint a committee of the members to review the minutes of the annual meeting. The board of directors shall approve the annual meeting minutes.
3. The president shall determine and adjust the agenda as required for smooth operation of the assembly. The printed agenda is for guidance only and shall not be considered either general or special orders.
4. All messages and announcements shall be given to a page. No message may be presented directly to the chair.
5. All electronic devices shall be silenced during all meetings.

## Speaking and Voting

1. In the event of a counted vote, only voting delegates shall be seated in the voting section.
2. Only voting delegates shall have the privilege of making motions, debating and voting.
3. Delegates wishing to speak shall go to the nearest appropriate microphone and present their voting badge to the microphone attendant.
4. All motions and amendments shall be presented in writing on forms obtained from microphone attendants. Forms must be completed, signed and sent to the chair to receive consideration.
5. Any resolutions or legislative positions considered in a motion to retire or reaffirm may not be amended.
6. Delegates may speak for two minutes at one time on the question under discussion and twice on the same question. No delegate may speak for a second time until all delegates wishing to speak a first time have had an opportunity to speak.
7. Debate shall be limited to 15 minutes for each main motion and bylaw amendment.
8. The clock will run uninterrupted unless ordered stopped by the chair.
9. In order to extend debate time, a delegate must move to extend debate, which requires a second, is amendable, is not debatable and requires a 2/3 vote.