

# Proposed Rules of Procedure

The purpose of the Annual Meeting is to allow the members, acting together, to consider and decide proposals for bylaws changes, annual budget, a local program (in even-numbered years), to elect officers and directors, and to hear recommendations and reports from committees.

## 1) Guidance

The Bylaws of the League of Women Voters and Robert's Rules of Order Newly Revised ("Parliamentary Procedure") will guide the proceedings.

## 2) Discussion

Only members in good standing in the League of Women Voters of Loudoun County will be permitted to speak and vote.

- a) Speakers shall identify themselves by name.
- b) Each speaker will be allowed two minutes, unless otherwise announced.
- c) The Chair will not recognize a person the second time until all have had an opportunity to speak.
- d) Debate must be germane to the subject.

## 3) Voting

In accordance with Robert's Rules of Order, cumulative voting is not permitted. Each voting member may vote only once for a candidate

## 4) Motions and Amendments

- a) Lengthy motions and amendments shall be written and submitted to the Secretary.
- b) An amendment may be amended only once.

## 5) Procedure for Program Adoption

- a) Non-recommended program items may be brought to the floor for a consideration by a majority vote of those present. To be approved for a program item, it must have a 2/3 vote of members present.
- b) After presentation of recommended program items, only questions of clarification will be permitted.
- c) Adoption of Program: Motion(s) to adopt program items and recommended items (in the order in which they were voted consideration) will be taken up one at a time for formal motion, further debate, possible amendment and vote.
- d) A majority vote of voting members present and voting shall be required for adoption of proposed program.
- e) No other issues may be presented since only program issues submitted by the deadline (January Program Planning Meeting) may be considered.

## 6) Scope of Program Items

In adopting a single-list program, members do not adopt the scope or level of activity of an item. This is determined by the Board based on the desires of the membership.

## 7) Procedure for Nominations from the Floor

After the nominating committee has presented its report, the Chair will call for further nominations from the floor for those offices open for election this year. Voting members should stand and state the name of the member they wish to nominate. The person being nominated must be a member in good standing in the League of Women Voters of Loudoun County and must agree to be nominated. Voting will take place once there are no further nominations and nominations have been closed.