## **CONVENTION RULES**

The following rules are reproduced from the AAUW Maryland Bylaws. "Meeting of the State (Article XIII)" and are automatically in effect.

### **Voting Body:**

The voting body of any meeting of AAUW Maryland shall be composed of:

- 1. The state representatives, which are members of the state board of directors, including branch presidents, and the past state presidents.
- 2. Duly accredited branch delegates.
- 3. Members-at-large (MAL) delegates. There shall be one (1) delegate appointed by the president for each ten (10) paid-up MAL of the state.
- 4. College/University delegates. Each C/U shall be entitled to a delegate, who shall have one (1) vote.

#### Voting:

Each voter may cast one VOICE or RISING vote. When voting by BALLOT to elect state officers, the chair of each branch delegation may also cast any remaining votes to which the branch is entitled. No other member of the voting body may cast more than one vote. Votes of the state board members may be cast in their absence by duly appointed alternates, with written authorization.

#### Quorum:

Delegates representing a majority of the branches shall constitute a quorum.

#### **Resolutions:**

Resolutions on policies, program, or legislative action maybe proposed from the floor for discussion by a two-thirds (2/3) vote of the convention. A two-thirds (2/3) vote of the convention shall be required for the adoption of such resolutions.

The following proposed (*YEAR*) convention rules are debatable and amendable. A two-thirds (2/3) majority is required for adoption.

- 1. Only voting members of the convention shall be entitled to debate, make motions, and vote.
- 2. A member registered as an alternate can, upon clearance by the credentials committee, be transferred from alternate to delegate at any time prior to or during the business meeting.
- 3. A registered member may, upon clearance by the credentials committee and with approval of the branch president or duly appointed representative, be transferred to delegate status at any time prior to or during the business meeting.

- 4. Any delegate who wishes to speak must rise, give name and branch or convention status, and be recognized by the chair.
- 5. Anyone not having accredited delegate status and wishing to speak must rise and be recognized by the chair, giving name, branch and reason for speaking. A two-thirds (2/3) vote shall be required for permission to speak
- 6. No one shall speak longer than two (2) minutes at a time without the unanimous consent of the convention. The rulings of the timekeeper shall be final. A signal shall be given to each speaker thirty (30) seconds before the time limit is reached.
- 7. No one shall speak a second time on the same question as long as any voting member who has not spoken to that question desires the floor. The chairs of committees making reports, or makers of motions, shall have two (2) minutes for closing the debate, provided they have not already spoken twice on the question, or provided the previous question has not been ordered.
- 8. All motions shall be presented to the chair in writing on the official form. Each shall be signed by the maker of the motion, including their convention status. The secretary will provide forms.

# THE PARLIAMENTARIAN MOVES THE ADOPTION OF THESE RULES.