



## **2022 ANNUAL BUSINESS MEETING STANDING RULES**

1. Members shall register before being admitted to the business meeting. Upon registration, each voting member will be given a voting card. The voting card is not transferable.
2. The meeting shall be called to order promptly and members shall be seated before the time set for the opening of the meeting.
3. A member wishing to speak shall rise and approach the appropriate floor microphone with his/her voting card in hand. Upon recognition by the chair, the member shall address the chair, and give his/her name, city, and state.
4. No member shall speak in debate more than twice to the same question without permission by a majority vote of the members present and voting. The second or subsequent opportunity to speak shall be granted only after every other member desiring the floor for the first time has spoken.
5. In accordance with *Roberts Rules of Order Newly Revised*, any non-member wishing to speak may do so only with permission by a majority vote of the members present and voting. This opportunity shall be granted only after every member desiring the floor has spoken.
6. Debate shall be limited to three (3) minutes per speech.
7. Motions offered during the meeting shall be written, signed by the member, and sent immediately to the presiding officer.
8. The minutes of the Annual Business Meeting shall be approved by a committee of two members of convention appointed by the president.
9. The final voting on bylaw amendments shall take place electronically, at a secure online website, as instructed by the chair. The voting shall open within two hours after the close of the business meeting and shall remain open for 24 hours. The announcement of the results shall be placed on the NCRA website.
10. These rules shall be adopted by a two-thirds vote. These rules may be suspended by a majority vote.
11. All cell phones and pagers should be turned off or silenced.