



## **94<sup>th</sup> Annual Meeting of AAUW Pennsylvania**

### **May 9, 2023 via Zoom**

### **Rules of Order**

All members of AAUW Pennsylvania who are duly registered and in attendance at the Annual Meeting shall be considered the voting body and shall have the right to offer resolutions and motions and participate in debate.

1. When obtaining the floor, a speaker shall give her or his name and identify herself or himself by the branch to which she/he belongs or as a national member of AAUW who has joined AAUW Pennsylvania and also by office held or other official designation if so desired. Speakers must also indicate whether they are speaking in favor of a motion or against it.
2. No member of the voting body shall speak in debate more than twice on the same subject nor longer than three minutes per turn without approval of the body. The President may ask speakers for and against motions to alternate addressing the body and may recognize speakers only in that order if so ruled. If no speakers from an opposing side rise to speak, speakers on one side or the other will be recognized until the close of debate.
3. The maker and seconder of a motion may speak first and second, in that order, if they so desire, but they may not speak a second time until all others desiring to speak have been heard.
4. To expedite the pressure of business, the President may limit the amount of time each speaker may address her or his discussion of a motion or set a total time for discussion of an item. The members in attendance may choose to extend these time limits by consensus or by formal motion.
5. "Call the question" is not a recognized or appropriate request from a member of the body. To "call for a vote" on a motion properly before the body, a member should make a motion to "close debate." The motion cannot interrupt a recognized speaker, requires a second, is not debatable and requires a 2/3 vote for passage to end the debate.
6. Main motions and their amendments must be in writing, signed by the mover, and presented to the secretary.
7. Only announcements of vital nature and general interest shall be made during this session.
8. All persons appearing on the agenda for the business session shall be nearby the podium at the appropriate time.
9. Students and guests, that is, non-member visitors such as spouses or speakers, are welcome at the annual business meeting but are not to participate in any voting, either by voice or ballot, nor to speak to any business before the state.
10. All persons attending the meetings shall wear their name tags at all times. Members of the voting body shall be identified on their nametags; guests shall also be duly identified.